2023-24 College Catalog

UofA PHILLIPS

2023-2024 Academic Calendar

Fall Semester 2023

August 14 (M) ..... Reporting day for Faculty/Staff-Awards Breakfast (offices closed)
August 15 (T) ..... Registration (8:00 am - 6:00 pm)
August 15 (T) ..... Last Day for Online Course Registration
August 16 (W) ..... Orientation for all new and returning students (Helena-West Helena) Nursing Orientation in Helena (All students admitted to the ADN Program.) Nursing Orientation in DeWitt (All students admitted to the PN Program.)
August 17 (TH) ..... Orientation for all new and returning students (All Campuses)
August 21 (M) ..... Day & evening classes begin, Fast Track 1 begins, Online classes begin
August 28 (M) ..... Last day for 100% refund
September 4 (M) ..... Labor Day Holiday (no classes, offices closed)
September 6 (W) ..... Last day to complete application file for current semester/Last day for 50% refund
October 11-12 (W & TH) .....Online Midterm Proctored Exams & Fast Track 1 Final Exams
October 13 (F) ..... Midterm advisory grades due (4:00 pm)
October 17 (T) ..... Online Midterm Advisory Grades due & Fast Track 1 ends
October 18 (W) ..... Fast Track 2 Begins
October 20 (F) ..... Faculty/Staff In-Service (no day classes but evening and weekend classes meet) (offices closed)
November 1 (W) ..... Last day to drop and receive a "W"
November 6 (M) ..... Spring registration begins
November 20-24 (M-F) ..... Faculty and students do not report (no classes, offices open Nov. 20-22)
November 23-24 (TH & F) ..... Thanksgiving Holiday (no classes, offices closed)
November 27 (M) ..... Offices open, classes resume (8:00 am)
December 1 (F) ..... Last day to receive an "EW"
December 5, 6, 7 (T, W, TH) ..... Online Final Proctored Exams & Fast Track 2 Final Exams
December 7 (TH) ..... Last day for classes
December 8 (F) ..... Study Day (Faculty will be available in their offices from 8:30 am to noon)
December 11-14 (M, T, W, TH) ..... Day, evening, and night exams begin
December 15 (F) ..... End of Term (additional work must be completed, Independent Study and Incomplete forms must be on file)
December 18 (M) ..... Final grades due (12:00 noon)
December 19 (T) ..... December Graduation (no commencement)
December 20 (W) ..... Offices closed from 4:30 pm until 8:00 am on 1/2/24 (W)

Spring Semester 2024

January 2 (T) ..... Offices open
January 3 (W) ..... Reporting day for faculty (8:00 am); Faculty/Staff In-Service
January 4 (TH) ..... Registration (8:00 am - 6:00 pm) (Last Day for Online Course Registration)
January 8 (M) ..... Day & evening classes begin, Online & Fast Track 1 Classes begin
January 15 (M) ..... Martin Luther King Holiday (no classes, offices closed)
January 16 (T) ..... Last day for 100% refund
January 24 (W) ..... Last day to complete application file for current semester/Last day for 50% refund
February 16 (F) ..... Faculty/Staff ln-Service (no day classes but extended day and evening classes meet)
March 5 (T) ..... Online Midterm Proctored Exams & Fast Track 1 Final Exam
March 5 (T) ..... Midterm advisory grades due, Online Midterm grades due (4:00 pm) & Fast Track 1 Ends
March 6 (W) ..... Fast Track 2 begins
March 18-22 (M-F) ..... Spring Break
March 22 (F) ..... Spring Break Friday (no classes, offices closed)
March 25 (M) ..... Classes resume (8:00 am)
April 3 (W) ..... Last day to drop and receive a "W"
April 3 (W) ..... Summer & Fall registration begins
April 24 (W) ..... Last day to receive an "EW"
April 25 (TH) ..... Last day for classes
April 26 (F) ..... Study (Faculty will be available in their offices from 8:30 am to noon)
April 29-30 (M & T) ..... Online & Fast Track 2 Final Proctored Exams
April 29-May 2 (M-TH) ..... Study Day and evening exams begin Monday, April 29
May 3 (F) ..... End of Term (additional work must be completed, Independent Study and Incomplete forms must be on file)
May 6 (M) ..... Final grades due (12:00 noon)
May 9 (TH) ..... Graduation Arkansas County at Grand Prairie Center (7:00 pm)
May 10 (F) ..... Graduation Phillips Cty. at the Hendrix Fine Arts Ctr. in Lily Peter Audit. (7:00 pm)
May 27 (M) ..... Memorial Day Holiday (offices closed)

See page 173 for Summer 2024 calendar.

*Students must register prior to the second class meeting of any course to be admitted to that course. Once the second class has begun, a student may not register for that class. (See above calendar for online dates.)

PHILLIPS COMMUNITY COLLEGE
DEWITT | HELENA-WEST HELENA | STUTTGART

2023-2024
College Catalog

Mission Statement

Phillips Community College of the University of Arkansas is a multi-campus, two-year college serving the communities of Eastern Arkansas. The College is committed to helping every student succeed. We provide high-quality, accessible educational opportunities and skills development to promote lifelong learning, and we engage in the lives of our students and our communities.

DeWitt Campus
1210 Rice Belt Ave.
DeWitt, AR 72042
870-946-3506

Helena-West Helena Campus
1000 Campus Drive
P.O. Box 785
Helena, AR 72342
870-338-6474

Stuttgart Campus
2807 Hwy. 165 South
Box A
Stuttgart, AR 72160
870-673-4201

www.pccua.edu

UofA PHILLIPS COMMUNITY COLLEGE
DEWITT | HELENA-WEST HELENA | STUTTGART

One College, Three Campuses

Helena-West Helena Campus
Phone: (870) 338-6474
Fax: (870) 338-7542

DeWitt Campus
Phone: (870) 946-3506
Fax: (870) 946-2644

Stuttgart Campus
Phone: (870) 673-4201
Fax: (870) 673-8166

UofA PHILLIPS COMMUNITY COLLEGE
DeWITT | HELENA-WEST HELENA | STUTTGART

A Message from the Chancellor

THE BIRD IS BACK! We are terribly excited about what the near future holds for our Ridge Runners. We have BIG NEWS, districtwide, as we announce a brand, new opportunity for students on each of our three campuses in the form of competitive eSports beginning this fall! As if that weren't enough, we have officially announced that we are bringing back our collegiate basketball teams for men and women on our Helena campus in a newly remodeled gymnasium.

At PCCUA, we are known for excellence in our educational programs and the contributions we have made to our home communities. Our history in basketball was unprecedented in our early years, and we hope to once again regain that prestige and glory by recruiting and conditioning top athletes to our program.

Our students continue to be our motivation to keep changing and evolving with new opportunities for academic and personal growth, and we continually look for ways to enhance their overall student experience, while they are here with us. We are all about encouraging our students to think about how important education is in building our families and our communities. Through engaging coursework, leadership, and social and supplementary activities, both in and out of the classroom, we are in this together and with you all the way.

Though we were the first community college in Arkansas and draw from that historical lineage, we are ever mindful of our changing world, what those changes can mean for you and me, and what it is to be a leading community college in this modern age.

G. Keith Pinchback, Ed.D.
Chancellor

Table of Contents

Academic Calendar 2

Mission Statement 3

Letter from the Chancellor 5

History of College 9

Equal Educational Opportunity Policy 9

Programs of Study 10

College Mission 11

Core Values 11

PCCUA Vision 11

Role & Scope Statement 11

Accreditation 12

Curricula 12-13
- College Transfer Curricula 12
- Occupational/Vocational Curricula 12-13
- Distance Learning 13
- Virtual Technology Academy 13
- Academic Skills Curricula 13
- Core Competencies of Graduates 13-14

High School Enrollment Programs 14

Community Service & Continuing Education 14

Student Services 15

Objectives of Student Services 15

Admission Requirements 15-17
- Transfer Students 15
- Auditing Courses 16
- Placement Testing 16
- Advanced Placement Credit 16
- CLEP Policy 16
- Classification of Students 16-17

Advising 17

Disability Services 17

Orientation 18

Career Closet 18

Food Pantry 18

Student Activities and Organizations 18-19
- Baptist Collegiate Ministry 18
- Book Club 18
- Executive Leadership Student Council 18
- Fellowship of Christian Athletes 18
- Gaming Club 18
- Intramural Activities 18
- Men Enrolling Toward Advancement 18
- Multicultural Student Organization 18
- Non-Traditional Student Association 18
- PCCUA Fitness Center 18
- Phi Theta Kappa 18
- Student Activities 19
- Student Ambassadors 19
- Trailblazers 19
- Women In Cyber Security (WiCyS) 19

Free Speech and Expressive Activities 19

Library 19

Student Support Services 19-20

Arkansas Career Pathways 20

Rowdy Rents 20

Phillips Community College Foundation 21

Tuition & Fees 22-24
- Refund Policy 23
- Student Services Fee 23
- Technology 23
- Publication Fee 23
- Security Fee 23
- Facility Fee 23
- Online Courses 23
- Special Costs 23
- Allied Health Liability Insurance 23
- Other Expenses 23
- Early Childhood 23
- Delinquent Accounts 24
- Returned Check Fee 24

Financial Need 24-25
- Federal Pell Grant 24
- Federal Supplemental Education Opportunity Grants (FSEOG) 24
- Federal Work-Study Program 24
- Satisfactory Performance Standards for Financial Aid Eligibility 24
- Total Credit Hours 24
- Cumulative Grade Point Average 24
- Probation 25
- Termination of Aid 25

Other Financial Support 25
- Part-Time Employment 25
- Veterans (GI) Benefits 25
- Veterans Vocational Rehabilitation 25
- Vocational Rehabilitation 25

Scholarships 26-32

Academic Regulations 33-38
- Student Course Load 33
- Changes in Course Schedules 33
- Grading System 33
- Checking Grades Online 33
- Email Accounts 33
- Class Attendance 33

Table of Contents

Withdrawal 34
Dropping a Class 34
Chancellor's List 34
Dean's List 34
Academic Probation & Suspension 34
Students on Probation 34
Suspension of Students 34
Transfer Student Probation 34
Appeal of Suspension 34
Repeating Courses 34
Academic Clemency 35
Academic Grievance Policy 35
Cancellation of Courses and/or Programs of Study 35
Housing 35
Rules, Regulations, and/or Policy Changes 35
Residency Requirements 35
Refund Policy 35-36
Standard of Behavior 36
Discipline Policy 36
Discipline 36
Behavioral Policy 36
Use of Electronic Communication 36-37
Tobacco Policy 37
Title IX 37
Cheating & Academic Dishonesty 37
College Drug & Alcohol Policy for Students 37
Weapons on Campus 38

Graduation Requirements 38
Honor Graduates 38

Privacy of Information 39

Maintenance of Academic Records 39

Programs of Study 40

Developmental Education 41

Academic Skills Placement 41

English Strong Start to Finish Pilot 41

Math Placement 41

Secondary Area Career & Technical Center 42

Adult Education 42

Minimum Degree Requirements 43

Arkansas Course Transfer Systems (ACTS) 44-45

Associate of Arts Degree 46-57
General Education Degree 47
Business Administration Degree 48
Early Childhood Education 49
Education Degree 50
English, Speech & Drama Degree 51
Forestry/Wildlife Management (UAM) 52
Law & Social Science Degree 53
Physical Education Degree 54
Political Science/Public Admin 55

Associate of Arts in Teaching Degree 56

Certificate in General Studies Degree 57

Associate of Science Degree 58-64
Biology Degree 59
Chem., Pre-Med & Pre-Pharmacy Degree 60
General Science 61
Mathematics Degree 62
Physics Degree 63
Pre-Engineering Degree 64

Associate of Applied Science Degrees 65-84
Allied Health
Nursing (ADN) 66-70
Health Sciences 71-72
Medical Laboratory Technology (MLT) 73-75

Applied Technology
Construction Technology 76
General Technology 77
Graphic Communications 78

Behavioral Health
Behavioral Health Technology 79

Business
Business Management 80
Information Systems Technology 81
Medical Office Technology 82

Criminal Justice 83

Early Childhood Education
Early Childhood Education 84

Technical Certificates 85-100
Allied Health
Phlebotomy 86-88
Nursing (PN) 89-92

Applied Technology
Advanced Manufacturing 93
Construction Technology 94
Graphic Communication 95
Welding Technology 96

Behavioral Health
Behavioral Health Technology 97

Cosmetology
Cosmetology 98

Early Childhood Education
Early Childhood Education 99

Teaching 100

Table of Contents

Certificate of Proficiency 101-127

Allied Health

Emergency Medical Technician (EMT) 102-103
Nursing Assistant 104-105

Applied Technology

Advanced Manufacturing 106
Agriculture Mech & Equip/Machine Tech 107
CDL/Truck Driving 108
Construction Technology 109
General Welding Techniques 110
Graphic Communications 111
Horticulture Operations 112
HVAC 113
Inert Gas Welding 114
Mild Steel Welding 115

Business

Accounting 116
Business 117
Cyber Security 118
Maintaining & Managing Personal Computers 119
Medical Coding 120
Microsoft Operating Systems Desktop Support 121
Programming/Coding 122
Cosmetology/Manicuring 123

Early Childhood Education

Early Childhood Education 124

Other Degrees

Law Enforcement 125
Medical Professions Education 126

Teaching 127

Course Descriptions 128-155

Advisors 156

College Personnel

Board of Visitors 157
Administration 157
Faculty & Professional Staff 158-161
Classified Staff 162

PCCUA Departmental Phone Numbers 163

Buildings and Grounds 163

Campus Maps

DeWitt Campus 164
DeWitt Campus Tech Center 165
Helena-West Helena Campus 166
Stuttgart Campus 167
Grand Prairie Center 168
War Memorial Training Center Stuttgart Campus 169

Index 170-172

UA Online Calendar 173

Summer Calendar 173

NOTICE

The provisions of this publication are not to be construed as a contract between the student and Phillips Community College. The College reserves the right to change any provision or requirement, when such action becomes necessary. Students are encouraged to work closely with an Advisor to verify the appropriateness of the courses for which the students register.

Students are expected to familiarize themselves with all rules and regulations of the College, including any official announcements. Students will be held responsible for the observance of all rules and regulations.

"PCCUA is proud to have been designated an Achieving the Dream Leader College—a recognition of accomplishment in the national effort to improve student success."

History of Phillips Community College

In 1964, leaders from all parts of Arkansas became enthusiastic about the public community college concept and undertook the difficult task of amending the state's constitution to permit the development of a system of community colleges in Arkansas.

The official history of Phillips County Community College dates from two events in 1965: (1) Act 560 of the Arkansas State Legislature, which paved the way for establishing community colleges; and (2) an affirmative vote by the people of Phillips County on October 23, 1965, which provided the local financial support for the College.

The Board of Trustees was appointed by the Governor of the State and met for the first time on November 1, 1965, officially creating Phillips County Community College. An early order of business for the Board was the election of Dr. John Easley as the first president of the College. The Board of Trustees decided that since construction of a new plant would take approximately two years, classes would begin in the Naval Reserve Building in Helena. The building served as home for Phillips County Community College for two years. In May, 1968, the first class was graduated. Construction of the permanent College facilities was also completed in 1968.

In 1972, the Fine Arts Center and Lily Peter Auditorium were completed with the help of generous support from the community. In 1976, the Nursing Education Complex was completed. In 1982, the Technical & Industrial Education Complex was opened. In 1986, the Administration Building was completed, and a year later, the college library was renovated and named the Lewis Library, thanks to the generosity of the A. B. Lewis family.

In 1988, Dr. Easley retired, and the administration building was renamed in his honor. Dr. Steven W. Jones was elected by the Board of Trustees to be the College's second president.

Since that time, the College has experienced dramatic growth with the expansion of curriculum and facilities. Enrollment increased steadily in the early 1990's, and the Asa W. Bonner Student Center was dedicated in 1991. The Mitchell Science Annex was added to the Nursing Education Complex in 1992. In 1993, the College was given the historic Pillow-Thompson House in Helena by Josephine Thompson. The house was renovated and reopened in May of 1997.

In March 1996, the people of Arkansas County passed a referendum to annex that county into the PCCC taxing district. The Board of Trustees changed the name of the College to Phillips Community College to reflect the multi-county support and began plans to expand the off-campus programs in Stuttgart. In June 1996, the State transferred the former Rice Belt Technical Institute in DeWitt to Phillips Community College, and on July 1, 1996, Phillips became a member of the University of Arkansas System.

Facilities in Arkansas County have grown to include day and evening classes in Stuttgart and general education programs in DeWitt. The over 45,000-square-foot Stuttgart facility is equipped with classrooms, labs, a library, Rowdy Rents and offices. The DeWitt facility expansion and reconstruction included an addition of 14,000 square feet and renovations to 15,000 square feet.

In the fall of 2003, Dr. Steven Murray was named the third chancellor of Phillips Community College. Also in 2003, the Grand Prairie War Memorial Auditorium Board in Stuttgart voted to offer a long-term lease of the auditorium to the College as a technology training center. In 2007, the National Guard Armory in DeWitt was leased to the College as a headquarters for the agriculture program. With the generous support of the community, the Grand Prairie Center, a 60,000-square-foot multi-purpose facility, opened in 2011.

Upon the retirement of Dr. Steven Murray in June of 2015, the University of Arkansas System named Dr. Keith Pinchback as PCCUA's fourth chancellor, effective July 1, 2015.

Phillips Community College has always been a leader and innovator in higher education in Arkansas. The College has grown from an original enrollment of fewer than 250 students in 21 program areas to just under 2,000 students in academic, occupational/technical, and continuing education programs. New programs are continually being researched and planned so that PCCUA will remain responsive to the needs and interests of the people of Eastern Arkansas and the Grand Prairie.

Equal Educational Opportunity Policy

Phillips Community College of the University of Arkansas (PCCUA) is an equal opportunity, affirmative action institution. PCCUA provides equal educational and employment opportunity without regard to age, race, gender, gender identity, national origin, disability, religion, marital or parental status, veteran status, genetic information or sexual orientation. We prohibit retaliation against a person who files a charge of discrimination, participates in a discrimination proceeding, or otherwise opposes an unlawful practice.

Programs of Study

ASSOCIATE OF ARTS

Business Administration
Early Childhood Education
Education
English, Speech & Drama
General Education
Law & Social Science
Physical Education
Political Science/Public Admin.

CERTIFICATE IN GENERAL STUDIES

ASSOCIATE OF SCIENCE

Biology
Business
Chemistry, Pre-Med & Pre-Pharmacy
General Science
Mathematics
Physics
Pre-Engineering

ASSOCIATE OF APPLIED SCIENCE DEGREES, TECHNICAL CERTIFICATES & CERTIFICATES OF PROFICIENCY

Allied Health

Associate Degree Nursing-AAS
Emergency Medical Technician-CP
Health Sciences-AAS
Medical Laboratory Technology-AAS
Medical Prof. Education Program-CP
Nursing Assistant (NA)-CP
Phlebotomy-TC
Practical Nursing-TC

Business

Business Management-AAS
Accounting-CP
Business-CP
Information Systems Technology-AAS
Maintaining and Managing PC's-CP
MS Operating Systems Desktop Support-CP
Cyber Security-CP
Programming/Coding-CP
Medical Office Technology-AAS
Medical Coding-CP

Behavioral Health

Behavioral Health Technology-AAS
Behavioral Health Technology-TC

Early Childhood

Early Childhood Education-AAS
Early Childhood Education-TC
Childhood Development Associate Preparation (CDA)-CP

Law Enforcement

Criminal Justice-AAS
Law Enforcement Administration-CP

Technical Programs

Cosmetology
Cosmetology-TC
Manicuring-CP
Graphic Communications-AAS
Graphic Communications-TC
Graphic Communications-CP

Industrial Programs

Advanced Manufacturing-TC
Advanced Manufacturing-CP
Agri Mechanics and Equipment/ Machine Technology-CP
CDL/Truck Driving-CP
Construction Technology-AAS
Construction Technology-TC
Construction Technology-CP
General Technology-AAS
Heating, Ventilation & Air Conditioning-CP
Horticulture Operations-CP
Welding Technology-TC
Welding Inert Gas-CP
Welding Mild Steel-CP
General Welding Techniques-CP

TEACHING

Teaching-AAT
Teaching-TC
Teaching-CP

Articulated Baccaulaureate Programs

BS-Medical Technology
UA-Medical Sciences

AR Progression Model
UAMS RN to BSN
UCA RN to BSN

PCCUA Assoc. of Arts in Bus. Admin.
to UALR Bachelor of Bus. Administration
-Accounting
-Business
-Business Information Systems
-Economics
-Finance
-Management
-Marketing

PCCUA has formal articulation agreements with the following colleges and universities:

Arkansas State University
Arkansas Tech University
Ouachita Baptist University
University of Arkansas at Pine Bluff
University of Arkansas at Fort Smith
University of Arkansas at Little Rock
University of Central Arkansas

See the link below for more information.
https://pccua.edu/transfers/

Although formal transfer agreements are not in place with all colleges at this time, students taking ACTS courses have had seamless transfer of courses to Arkansas public colleges and universities.

BACCALAUREATE ON-LINE DEGREES

RN TO BSN
AR Tech, ASU, SAU, UAF, UAFS, UALR, UAMS, UCA

BACHELOR/MASTER DEGREES OFFERED AT PCCUA CAMPUSES

Bachelor of Applied Science
UA Fort Smith

Table

AAS=Associate of Applied Science
TC=Technical Certificate
CP=Certificate of Proficiency

Rev. 7/23

College Mission

PCCUA is a multi-campus, two-year college serving the communities of Eastern Arkansas. The College is committed to helping every student succeed. We provide high-quality, accessible educational opportunities and skills development to promote lifelong learning, and we engage in the lives of our students and our communities.

Core Values

Phillips Community College respects the diversity of its student body and community. The College also recognizes the worth and potential of each student. Therefore, the College affirms the following beliefs and values:

•Student Success

We are committed to the success of every student. We believe all students, given the right conditions, can learn. We believe those conditions include high expectations reflected in a rigorous curriculum and personal engagement evidenced by a faculty and staff who invest themselves in the lives of our students and our communities.

•The Power of Education

We believe learning begins at birth and should last a lifetime. We believe in the power of education to transform lives and build strong, productive communities.

•Diversity

We respect the inherent worth and dignity of every person.

PCCUA Vision

Imagine a college...

- At which every student is intentionally connected to an individual person who feels responsible for that student's success.
- At which every student is clear about the College's high expectations for performance--and every student has high aspirations for his or her success.
- At which every student defines educational goals and develops a plan for attaining them. Imagine further that these plans are updated regularly, with guidance, as students progress.
- At which all academically under prepared students have an effective, efficient path to completing developmental education and beginning college-level work.
- At which engaged learning is intentional, inescapable, and the norm for all students.
- At which every student is met with a personalized network of financial, academic, and social support.
- At which all students graduate with a certificate or degree that prepares them to succeed in the workplace or to transfer to a four-year college or university.
- Fully engaged in the communities it serves, listening to their voices, responding to their needs.

You have imagined the college we seek to be.

Adapted from Center for Community College Student Engagement. (2008). Imagine Success: Engaging Entering Students (2008 SENSE Field Test Findings). Austin, Texas; The University of Texas at Austin, Community College Leadership Program.

Role and Scope Statement

The College implements its mission, vision, and values through a clearly defined set of programs and services that include:

College-level Credit Programs

The College offers credit courses leading to associate degrees, diplomas, and certificates in technical, occupational fields and designed-to-transfer majors.

Continuing Education Programs

The College provides professional and occupational development for individuals, businesses, industries, and governmental and health agencies. A variety of self-supporting non-credit activities for personal enhancement are also available.

Student Development Programs and Services

The College offers developmental programs and services to enrolled and prospective students to increase their chances for success and enhance their potential for personal, educational, and professional growth.

Economic Development Programs

The College promotes the economic development of the region by providing work force training for new and expanding businesses and industries. The College also supports economic development agencies by assisting in the recruitment of businesses and industry to the area.

Access Programs and Services

The College provides special recruitment, counseling and evaluation services that increase access for students not traditionally served by higher education.

Accreditation

Phillips Community College is accredited by the Higher Learning Commission; 230 South LaSalle Street, Suite 7-500, Chicago, Illinois 60604, (800) 621-7440.

The Associate Nursing program at Phillips Community College of the University of Arkansas at Helena-West Helena campus located in Helena-West Helena, Arkansas is accredited by the Accreditation Commission for Education in Nursing (ACEN) 3390 Peachtree Road NE, Suite 1400, Atlanta, GA 30326, (404) 975-5000. The most recent accreditation decision made by the ACEN Board of Commissioners for the associate nursing program is Continuing Accreditation. View the public information disclosed by the ACEN regarding this program at http://www.acenursing.com/accreditedprograms/programsearch.htm.

The Medical Laboratory Technology program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), 5600 N. River Rd., Suite 720, Rosemont, IL 60018, (773) 714-8880. The Phlebotomy program is approved by NAACLS.

The business programs are accredited by the Accreditation Council for Business Schools and Programs (ACBSP); 7007 College Boulevard, Suite 420, Overland Park, KS 66211, (913) 339-9356.

The PCCUA concurrent enrollment program is accredited by the National Alliance of Concurrent Enrollment Partnerships (NACEP), P.O. Box 578, Chapel Hill, NC 27514, (919) 593-5205.

Phillips Community College is a member of the American Association of Community Colleges, the Arkansas Community Colleges, the National Association of College and University Business Officers, and the American Association of Collegiate Registrars and Admissions Officers. PCCUA is also approved by the Arkansas State Approving Agency for Veterans Training.

The Curricula

Phillips Community College is strongly committed to an educational program that will provide a foundation for intellectual, cultural and social growth beyond that imposed by narrow highly specialized training. To broaden a student's educational base, it is required that courses be taken that make up a core of General Education. These courses include English, Social Science, Fine Arts, Natural Science, Literature, Mathematics and Physical Education. Variations and options within the General Education requirements are available in most curricula.

College Transfer Curricula

Many students have plans for completing four years of college education in a senior college or university. At Phillips Community College, these students have an opportunity to begin work which will apply toward the completion of requirements for a major field of study in a four-year institution. Advisors assist students in the selection of courses leading to the proper sequences. Students planning to attend a particular college should consult the catalog of that college for information concerning required and elective courses. Graduates of Phillips Community College who achieve good academic records are admitted readily to the junior year of most four-year colleges and universities.

Occupational/Vocational Curricula

Technological advances during recent years have greatly influenced modern society at work and in the home. Technical knowledge and skills are changing at a rapid rate as business and industry become even more complex.

Along with this rapid expansion of technical knowledge comes a multitude of new opportunities not imagined in earlier years. This explosion of technology is demanding a supply of many more technically competent people to fill the newly created positions. Those who will enter the work force must be educated and trained. Those who are already on the job must be continuously upgraded and updated in their knowledge and skills.

The career pathway of the two-year occupational programs are designed to provide the technical knowledge and skills necessary for successful employment at a semi-professional level within various fields of business and industry. The broad technical experience provided, along with the required mathematics and science, should give individuals the necessary technical foundation and flexibility to adapt to the ever-changing world of technology.

In an effort to serve the total community and its wide range of educational needs, Phillips Community College also developed a selected number of certificate programs. These selected programs are to be preparatory in nature and designed for those students wishing to further their education within a specific occupational area for future employment.

A number of short-term courses are offered for those wishing to update themselves in their present field of work. These courses are offered on the basis of community need, interest, availability of qualified instructors, equipment and budget limitation.

Distance Learning

PCCUA offers a wide variety of distance learning courses, as well as a number of programs which are available totally in distance learning format. The majority of the distance learning courses are web-based; however, the College delivers a few courses via interactive video technologies. Distance learning courses maintain the same integrity as traditional courses, but provide the course instruction in an alternate format. Students are encouraged to complete an orientation to distance learning prior to beginning any of the College's web-based courses.

Online Course Login:

- To access your PCCUA online course, you will log into your My RidgeNet account.
- To access your My RidgeNet account, click on My RidgeNet from the Phillips' home page.
- Enter your username (first initial + last name + last 4 digits of your student ID number@pccua.edu, for example: jdoe1234@pccua.edu)
- Enter your password which is your full date of birth (MMDDYYYY).
- Click on "Login".
- Click on the "BlackBoard" icon

For additional information visit https://www.pccua.edu/online-courses/.

Virtual Technology Academy

Through funding from a DOE Title III grant, PCCUA established a Virtual Technology Academy to support faculty, staff and students in digital literacy and technology. The Academy is located on the Helena campus in C204 but provides support to all campuses in person or through virtual technologies. At least 3 workshops are provided each semester for faculty and students on a variety of technology aimed at improving digital literacy and success in online courses. Faculty and students are welcome to drop in the Academy during normal business hours for assistance with basic computer skills, online course orientation or software issues. For a list of upcoming workshops visit: https://www.pccua.edu/technology-academy/.

Academic Skills Curricula

For students who come to Phillips Community College with a lack of the basic academic skills necessary to do satisfactory college level studies, the College offers an academic skills curriculum. Students who correct academic deficiencies through such courses will be encouraged to continue their studies in other college programs.

The academic skills to develop reading, writing and math are designed to improve student performance before taking college courses.

Core Competencies of Graduates

All students receiving an associate degree from PCCUA will possess the following STACC Core Competencies:

Social and Civic Responsibility-behavior that demonstrates adherence to legal/ethical standards established by society. An individual engaged in social and civic responsibility demonstrate

Technology Utilization-use of tools of the trade to achieve a specific outcome. A person who is competent in technology and information literacy recognizes how and what technology to use and when information is needed and has the ability to locate, evaluate, and use it effectively.

Analytical and Critical Thinking and Reasoning- modes of reasoning including analyzing data, evaluating alternatives, setting priorities, and predicting outcomes. A competent analytical and critical thinker evaluates evidence carefully and applies reasoning to decide what to believe and how to act.

Communication-the interactive process through which there is an exchange of verbal and/or nonverbal information. A competent communicator can interact with others using all forms of communication, resulting in understanding and being understood.

Commitments to diversity, equity and inclusion within the context of cultural engagement and understanding-acknowledgement that society is diverse with groups of individuals possessing differing beliefs, values, attitudes, and customs that are shared from one generation to the next and one culture to another. A commitment to diversity, equity, and inclusion increases access and assures a better chance to succeed.

PCCUA High School Enrollment Programs

Concurrent enrollment allows high school students the opportunity to enroll in college level courses while continuing their high school courses and activities. Many options are open to high school students.

1. **Concurrent Enrollment:** PCCUA's concurrent enrollment program is available for high school students eligible to enroll in college courses. Students take classes for college credit and these classes are typically taught on the high school campus by a high school instructor. Some concurrently enrolled students can earn a Certificate of General Studies or an Associate of Arts degree while in high school.

2. **PCCUA Secondary Area Career & Technical Center:** Offers programs to local high school students under the auspices of the Arkansas Department of Career Education. Often referred to as the Secondary Center, courses offered through this program are taught on all three PCCUA Campuses. Programs on each campus are listed: DeWitt Campus--Criminal Justice, Medical Professions, Advanced Manufacturing and Welding. Helena-West Helena Campus-- Advanced Manufacturing, Computer Engineering, Criminal Justice and Medical Professions Education. Stuttgart Campus--Criminal Justice, Medical Professions Education and Advanced Manufacturing. **The DeWitt Campus also offers a variety of AG concurrent courses that do not fall under the above listed Technical Center programs.

3. **Dual Enrollment:** High school students enroll in college classes at PCCUA. They are registered in classes with other college students.

4. **Combinations:** Students may enroll in a combination of two or three programs as concurrent, Secondary Center, and dual enrolled status.

All high school enrollment classes are college level courses available to high school students. Students may receive high school and college credit simultaneously.

Community Service and Continuing Education

Community Service and Continuing Education are an important outreach for Phillips Community College of the University of Arkansas. Through Community Service and Continuing Education Programs, individuals have opportunities to participate in educational, cultural, professional, and recreational services. Community Service and related programs are designed to provide:

- Continuing education opportunities for individuals wanting to upgrade their present skills or explore new occupational opportunities.
- Cultural and community enrichment programs for individuals or groups seeking to enhance the quality of community life.
- Resources for business, industry, and professional groups needing to supplement their own training and development programs.

Programs are offered throughout the year to meet community needs as they arise. These may be in the form of short seminars, semester-long classes, extended certificate, or diploma curricula.

In addition to Community Service and Continuing Education classes, the College extends other services to the community. Through the College, personnel are available to serve as speakers for business, professional, civic, service, educational, social, and other groups.

Community Service and Continuing Education classes are open to all persons. There are no educational prerequisites which a person must satisfy.

Student Services

Phillips Community College utilizes a holistic student developmental approach to ensure a successful and supportive learning environment for all students. Services that support students in navigating the community college experience include (1) Admissions, (2) Registration and Records, (3) Testing and Placement, (4) orientation, (5) academic advising, (6) disability services, (7) academic and social student support services, and (8) student activities and organizations. These services offer students the opportunity to create wonderful learning experiences, that will broaden their personal perspectives through self-assessment, social experimentation, and examination.

Objectives of Student Services

- To conduct testing and assessment for identification of student characteristics.
- To offer placement services to occupational/vocational students.
- To provide students with information regarding admissions, appropriate academic advisement, as well as to make referral to appropriate offices as needed by the student.
- To provide academic, social, and career advising to students.
- To coordinate enriching student involvement opportunities for all students.

Admission Requirements

A student seeking admission to any curriculum of the catalog must complete the following process:

- Complete an application for admission which may be obtained from the Admissions/Student Services offices or online at https://pccua.edu/apply-now/.
- Provide an official high school transcript with graduation date, or official GED scores. Students that have attended other Colleges must also provide official transcripts from all schools attended.
- All students born after January 1, 1957, must provide proof of two (2) MMR vaccines or positive titers. Serologic testing is only applicable to Hepatitis B virus, Measles, Mumps, Rubella and Varicella. Any individual who has immunity to Hepatitis B virus, Measles, Mumps, Rubella and/or Varicella, as documented by appropriate serological testing, shall not be required to have the vaccine for that disease. A copy of the serological test should be submitted to the Arkansas Department of Health, Immunization Section, along with a letter requesting that the serological test be accepted as proof of immunity in lieu of receiving vaccine for the disease indicated on the serological test. After review by the Medical Director, Immunization Section, a letter indicating approval or denial will be sent to the individual, parent, or guardian, and it will be that person's responsibility for informing the childcare facility, school, or college/university. For approvals, annual approval is not required, and a copy of the letter will be placed in the student's permanent file. For denials, the student must receive the required immunization or request an exemption.
- Students that have not scored 19 or higher on the English, math, and reading portions of the ACT must provide other approved placement scores in the deficient area(s). PCCUA administers the NG ACCUPLACER placement exam at no charge. Appointments to take the exam may be made by contacting the DeWitt campus at (870) 946-3506 ext. 1602, the Helena-West Helena campus at (870) 338-6474 ext. 1134, or the Stuttgart campus at (870) 673-4201 ext. 1828.
- Students applying for financial aid may contact the DeWitt campus at (870) 946-3506 ext. 1607, the Helena-West Helena campus at (870) 338-6474 ext. 1258, or the Stuttgart campus at (870) 673-4201 ext. 1822.
- Students parking on campus are required to display a parking permit. New permits are issued before each fall semester.
- After registering for classes, students must obtain a current student ID.
- Students will receive an email account.

For questions about admissions requirements, please contact the DeWitt campus at (870) 946-3506 ext. 1614, the Helena -West Helena campus at (870) 338-6474 ext. 1337, or the Stuttgart campus at (870) 673-4201 ext. 1806.

Transfer Students

Phillips Community College accepts the transfer-in of college credits when all of the following conditions are satisfied.

1. The credits were earned at a postsecondary institution having regional accreditation authorized to award the associate degree.

2. The course credits being transferred are applicable for satisfying a requirement in the PCCUA program of study being pursued by the student.

3. The grade earned is a "C" or higher. PCCUA will accept one "D" grade for transfer toward graduation requirements.

In some cases, credits may be accepted from institutions having special professional accreditation. Such special accreditation must be at a level commonly recognized as setting the professional standards for certification or licensing in the profession.

In those cases where there is a question about the acceptability of credits earned at any other institution, PCCUA shall follow the policy of the major state university in the home state of that institution. If that university accepts the credits in question, as a general rule, so will PCCUA.

Auditing Courses

Any course offered for which a student is eligible may be audited by the student. A student on credit status or a student entering and eligible for credit status may elect at the time of registration to enroll on an audit basis. Students enrolled on an audit basis will receive a grade of "AU" and cannot receive college credit.

The fees for auditing a course are the same as for taking credit courses.

Placement Testing

Students must achieve a score of 19 or higher on each of the math, English, and reading portions of the ACT to enroll in college-level English and math courses. Students who have not achieved a score of 19 or higher on each of the math, English, and reading portions of the ACT must provide other approved placement test scores in the deficient area(s). Students scoring below the standard are required to enroll in the appropriate developmental courses during their first semester, and remain in such courses until they have successfully completed the developmental sequence.

Students enrolled in and whose listed major is a Certificate of Proficiency (CP) program that does not require English or math courses are not required to provide test scores. After completing the CP, if the student wants to pursue a technical certificate or associates degree, the student will be required to provide test scores.

Students may take the NG ACCUPLACER test at no charge on all three campuses. Before taking the test, students are offered the opportunity to prep by way of accessing the following link: https://accuplacer.collegeboard.org/ during which areas that need improvement are identified and reviewed. Students can receive personal and computerized assistance in these areas in order to maximize their NG ACCUPLACER test scores. Higher scores on the NG ACCUPLACER test may result in fewer classes needed to complete a degree or certificate.

Advanced Placement Credit

Phillips Community College of the University of Arkansas will award college credit to entering freshmen based upon Advanced Placement Examination results. Credit will be awarded, but no grade will be assigned.

College-Level Examination Program (CLEP) Policy

The College-Level Examination Program (CLEP) is a standardized, national examination by which students may earn college credit. The minimum scores acceptable for the awarding of credit, however, are determined by the individual college. Students enrolling at Phillips Community College may earn up to 30 hours of credit through either the general or subject examinations with the following provisions:

1. No grade will be given for CLEP credit. CLEP credit will be entered on the transcript as "Credit by CLEP examination", and the CLEP score earned will be noted.
2. CLEP credit will not be posted on the transcript until a student has earned 9 hours in regular course work at PCCUA. At that point, the student should petition to the Registrar to have the CLEP credit placed on the transcript.
3. A student may not take the CLEP examination and receive CLEP credit after taking and completing with either a passing or failing grade a comparable course at PCCUA.
4. CLEP credit earned at other colleges will be accepted at PCCUA provided the following score requirements listed are met, and an official CLEP score report is submitted.
5. A fee is charged for each CLEP examination taken.
   Students interested in taking CLEP examinations should contact the Testing Center to register for a CLEP examination. The CLEP examinations, the minimum scores required for CLEP credit, and the PCCUA course equivalents are listed in the Approved General Examinations box.

Classification of Students

Students are classified according to their educational goals, the time devoted to their education, and the number of credits.

- ***Curricular Student***
  A student who has been officially admitted to one of the College associate degree, certificate, or career studies certificate programs is classified as a curricular student.
- ***Non-curricular Student***
  A student, who is not enrolled in a curriculum, either by individual choice or in accordance with college policy, is classified as a non-curricular student. Non-curricular students are not eligible for financial aid, and students must be admitted into an eligible curriculum prior to the beginning of the semester in order to receive financial aid.
- ***Full-Time Student***
  Students are considered full-time students if they are enrolled in 12 or more credits of course work. *However, full-time students are encouraged to enroll in 15 or more credit hours to increase the likelihood of completing on time.*
- ***Part-Time Student***
  Students are considered part-time students if they are enrolled in fewer than 12 credits of course work.

Approved General Examinations

General Examination	PCCUA Course	Minimum Score for Credit	Maximum Credit Allowed
Mathematics Skills Content	MS 123 (MATH 1103) when both subscores equal or exceed	52	3
English Composition*	EH 113 (ENGL 1013)	50	3
	EH 113 & 123 (ENGL 1013/1023)	50	6

*90 minute multiple choice college composition modular test for EH 113 (ENGL 1013) credit. 90 minute modular test and a writing assessment with a minimum score of 50 for EH 113 & EH 123 credit (ENGL 1013/1023).

Approved Subject Examinations

American Government	PLS 213 (PLSC 2003)	65	3
American History I	HY 213 (HIST 2113)	54	3
American History II	HY 223 (HIST 2123)	56	3
Calculus with Elementary Functions	MS 215 (MATH 2405)	65	5
College Algebra	MS 123 (MATH 1103)	53	3
General Biology	BY 114 (BIOL 1014)	50	4
General Chemistry	CY 114/124 (CHEM 1414/1424)	65	8
General Psychology	PSY 213 (PSYC 1103)	58	3
Introductory Business Law	BAN 233 (BLAW 2003)	60	3
Introduction to Management	BMGT 233 (BUSI 2103)	56	3
Introductory Macroeconomics	ES 213 (ECON 2103)	54	3
Introductory Microeconomics	ES 223 (ECON 2203)	55	3
Introductory Sociology	SY 213 (SOCI 1013)	59	3
World Civilizations I	HY 163 (HIST 1113)	57	3
World Civilizations II	HY 173 (HIST 1123)	57	3
Information Systems and Computer Applications	CT 113 (CPSI 1003)	60	3

PCCUA also offers prior learning experience credit. See the Vice Chancellor for Student Services and Registrar to discuss this option.

- ***Freshman***
  Students are classified as freshmen until they have completed 30 credits of study in a designated curriculum. Transferred credits are included if they apply toward meeting requirements of the curriculum.
- ***Sophomore***
  Students are classified as sophomores when they have completed 30 or more credits of course work in a designated curriculum. Transferred credits are included if they apply toward meeting requirements of the curriculum.

Advising

Phillips Community College of the University of Arkansas is committed to ensuring academic success and personal student development by providing resources, support and assistance to students through the creation of individualized success plans which include the clarification of personal goals and discovering the best means of achieving those goals. Additionally, the advisement function at PCCUA initiates the process of career and self-exploration with trained advisors who provide general information and expertise in their fields.

Students are generally assigned to advisors on the basis of their academic major. Students who express a high degree of uncertainty about career goals and their choice of majors will be assigned to the professional advisor on each campus. Once undecided students have become more definite about their career plans, they are reassigned to an appropriate advisor in their major.

Disability Services

PCCUA accommodates students with disabilities as required by the American Disabilities Act (ADA) of 1990 and the Rehabilitation Act Section 504 (173). A Disability Coordinator is available on each campus to assist students in obtaining reasonable accommodations for self-disclosed disabilities in order to allow students with disabilities participation in all college programs and services. It is the student's responsibility to self-disclose the disability to the Disability Coordinator. Disability Coordinators for each campus: Shawanna Wansley - DeWitt Campus; Deborah Gentry - Helena-West Helena Campus; and Sylvia Boyd - Stuttgart Campus.

All students enrolled in the College with medically documented disabilities will be provided with appropriate and reasonable accommodations when needed. The services are available on each campus and include, but are not limited to, the following: facilitating physical accessibility on campus; reasonable modification of academic degree or course in certain instances; alternate methods of testing and evaluation; assistance through the use of auxiliary aids and services. www.pccua.edu/disability-services/.

Orientation

PCCUA offers a mandatory orientation session the first two days before the fall semester to acquaint new and returning students with the purposes and programs of the College.

Career Closet

Students can obtain gently worn, professional-looking clothing free of charge for interviews or other job related meetings. Both men's and women's attire is available. The Closet is located in the Bonner Student Center in Helena. The DeWitt Career Closet is located in room D107. Contact Shawndus Gregory, ext. 1116 or email sgregory@pccua.edu.

Food Pantry

Canned goods and other non-perishable items are available for students at no charge on all three campuses. Students and faculty/staff may also leave items at the pantries for other students' use. In Helena, the pantry is located in the Bonner Student Center. In Stuttgart, the pantry is located in A115. In DeWitt, the pantry is located near the Student Center in room D107.

Student Activities & Organizations

Student activities are considered a vital part of institutional life. They are conducted under the supervision of the Vice Chancellor for Student Services and Registrar.

Baptist Collegiate Ministry (Helena-West Helena Campus) is a group of students who meet weekly in the Bonner Student Center for their religious growth. Contact kjohnson@pccua.edu.

Book Club (Helena-West Helena Campus) is a book club for students, faculty and staff who enjoy reading and having socialization experiences outside of the classroom experiences. Campus Contact: Vivian Hoskins at vhoskins@pccua.edu.

Executive Leadership Student Council (All Campuses) gives a voice to the student body as well as serves as a liaison for the students to the Faculty, Staff, and Administration of the College. It is the responsibility of the organization to advocate for students by influencing how the College addresses challenges, barriers to student success, and offer student's support and resources as needed to ensure a conductive academic and social learning environment for students. Campus Contact: kjohnson@pccua.edu.

Fellowship of Christian Athletes (Stuttgart Campus) FCA is focused on servicing local communities by engaging, equipping and empowering athletes to unite, inspire and change the world through the gospel. Campus Contact: amichael@pccua.edu.

Gaming (Stuttgart Campus) This club provides a safe space for students to express themselves through gaming and allows development of teamwork, creativity, critical thinking, and leadership skills. Campus Contact: ksimpson@pccua.edu.

Intramural Activities program provides an opportunity for students to participate in supervised, competitive activities between groups to build group learning, communication, critical thinking, and leadership skills.

Men Enrolling Toward Advancement (META) (Helena-West Helena Campus) is a peer support group for minority males on the Helena-West Helena campus. META members develop leadership and communication skills, as well as participates in service learning opportunities, and student programming on campus. Campus Contact: kjohnson@pccua.edu.

Multicultural Student Organization (ALL Campuses) The mission of the Multicultural Student Organization is to provide the opportunity for multiple cultures of students to assemble for the purpose of increasing cultural awareness, to promote social justice, cultivate inclusiveness on campus, and to formulate a mutual respect for diversity. Campus Contact: kjohnson@pccua.edu.

Non-Traditional Student Association (ALL Campuses) The mission of the Non-Traditional Student Association is to provide non-traditional students with a community of support and education from peers with similar work and life experiences. This organization will improve student orientation and transition to the college environment, as well as improve student retention. Non-traditional students are defined as part/full-time employees, 25 years of age or older, veterans, and students who are parents and/or are married. Campus Contact: swansley@pccua.edu.

PCCUA Fitness Center (Helena Campus) The PCCUA Fitness Center which consists of 13,998 square feet of space including a "Fitness Center" which has 3,262 square feet, a "Cardio Room" which has 858 square feet, a "Yoga Stretch Room" at 144 square feet, a "Weight Room" that has 2,260 and at "Gym Floor" that is 7474 square feet.

Phi Theta Kappa recognizes and encourages scholarship, as well as provides opportunities for leadership, fellowship, and service. To be eligible for membership, a student must have earned a 3.5 GPA on 12 hours or more of course work leading to an associate degree. Campus contacts: Dr. Tarsha Smith (tsmith@pccua.edu) - Helena-West Helena Campus; Thomas Moss (tmoss@pccua.edu) and Rosary Fazende-Jones (rfazende@pccua.edu)-Stuttgart Campus; Tracie Karkur (tkarkur@pccua.edu) - DeWitt Campus.

Student Activities (All Campuses) are considered a vital part of campus life. They are planned on each campus during the fall and spring semesters that include academic and social activities for increased student engagement on campus. Campus Contact: kjohnson@pccua.edu.

Student Ambassadors (DeWitt and Stuttgart Campuses) are selected to represent the College at various activities at the campus and in the community. Campus Contact: DeWitt--Jennifer Miller (jmiller@pccua.edu); Stuttgart--Tonya Horner (thorner@pccua.edu).

Trailblazers (ALL Campuses) A group for students who are the first members of their family to attend college. Students have the opportunity to extend their support system, build community in the college setting, and add to their personal and professional resources. Themes of the group include: navigating college successfully, balancing personal and academic lives, understanding finances, managing responsibilities, identify development, and empowerment. Campus Contact: Vivian Hoskins (vhoskins@pccua.edu).

Women in Cyber Security (WiCyS) Student Chapter (Helena & Stuttgart Campuses) The mission of the PCCUA WiCyS Student Chapter is to promote women's education, participation, and leadership in the field of cybersecurity. Campus Contact: Charlotte Purdy (cpurdy@pccua.edu) or Monica Quattlebaum (monica@pccua.edu).

Free Speech and Expressive Activities

The University of Arkansas System recognizes the important role of intellectual freedom and free expression on campus, and it seeks to further the advancement of knowledge by means of research and discovery, teaching, and vigorous discussion of ideas. Students and faculty are free to discuss matters of public concern to the extent consistent with the First Amendment and the reasonable, content-neutral restrictions set forth in this policy and other University and campus policies.

The University of Arkansas System recognizes that individuals or groups may be opposed to certain expressive activities or speakers. Disagreement with different opinions is acceptable; however, the use of violence (including threats of violence and unlawful harassment), violations of law, and violations of University policy are not consistent with creating an environment in which ideas can be discussed openly. An individual or group wishing to protest an expressive activity on campus is subject to the same standards as presenters. Individuals who choose to listen bear the responsibility of recognizing and honoring the right of free speech. On-campus protests and demonstrations that materially and substantially infringe upon the rights of others to engage in or listen to expressive activity are not permitted. For more information, please see PCCUA Board Policy: https://pccua.edu/free-speech-expressive-activities/.

Library

Library services at the Helena-West Helena Lewis Library and the DeWitt and Stuttgart campuses offer the latest technology including an online catalog accessible on the Internet. Library holdings consist of traditional print materials such as books, journals and newspapers as well as a growing collection of electronic resources that include audio books and videos. Online databases are available for research purposes. Librarian assistance is available for remote access to the library catalog and electronic databases. The Lewis Library also houses a microfilm archive of local newspapers.

A PCCUA student identification card is required to checkout materials and use computers. Items may be borrowed for two weeks with one sequential renewal if no holds are pending. Assistance with interlibrary loan services is provided so materials from other libraries may be delivered to and picked up from any campus location. Computer workstations, limited soft seating, study areas, Wifi capability, and copy services are available on all campuses.

Student Support Services (SSS)

Student Support Services is a TRIO program designed to motivate and support students in their academic endeavors.

SSS Goal The goal of the SSS program is to raise the academic progress and performance levels of low income, disabled, and first-generation college students, as well as to retain and successfully complete their educational programs for transference into four-year institutions. Eligibility for the program include being a first-generation college student, meet the federal low-income guidelines as noted by the Department of Education, have a documented disability, being homeless, and exiting the foster care system. The academic services and social support provided by the program yields a great impact on students' persistence and retention. Services that are provided to participants through the SSS program include:

- Advising & course selection
- Financial aid counseling/assistance
- Transfer information/assistance
- Career exploration
- Peer/computer-assisted tutoring
- Peer mentoring
- Advocacy with staff and faculty

Applications may be obtained in Room C302 in the Arts and Sciences building on the Helena-West Helena campus, Room A106 on the DeWitt campus, and Room B123 on the Stuttgart campus. Contact Von Daniels at ext. 1110 for information regarding SSS for all campuses.

These services are provided free of charge to SSS participants.

Arkansas Career Pathways

Arkansas Career Pathways provides support services and direct assistance to parents who want to increase their education and employability. It was developed through the efforts of Southern Good Faith Fund, Arkansas Community Colleges, Arkansas Department of Workforce Services, Arkansas Department of Workforce Education, Arkansas Department of Higher Education, and funded through the Arkansas Transitional Employment Assistance Board. It provides advising to assist with career and educational decisions, childcare and transportation vouchers, assistance finding jobs while in school and careers upon graduation, extra instruction, tutoring, employment skills, access to computer labs for doing homework and improving computer skills. To be eligible, students must meet certain income requirements and have at least one child under the age of 21.

Rowdy Rents

PCCUA offers students the ROWDY-RENTS Textbook Rental Program. This program allows students to rent textbooks at the low rate of $22 per credit hour. ROWDY-RENTS rental textbooks are available for pickup in the Library on all three campuses.

- ROWDY-RENTS is available to ALL students
- ACCESS to all textbooks before the first day of class
- LOWER, CONSISTENT PRICES on all of your textbooks
- The cost of your textbooks can be included on your STUDENT ACCOUNT regardless of financial aid
- Rental fee on only $22 per credit hour, including sales tax!!

Important Notes:

- All textbooks for a student's schedule must be rented through the program. Students cannot pick and choose which textbooks they rent.

Students must complete an Opt-Out form if they do not wish to participate in the program.

- Students must either "opt-in" or "opt-out", meaning they will rent all or none of their textbooks from the College. Students will not be charged for courses which do not require a textbook. If a student wishes to purchase their textbooks, they must purchase them from external book vendors such as Amazon, Chegg, etc.
- Before purchasing a textbook, check with your program advisor because some programs, especially Allied Health, require specific editions and lab kits.

The Phillips Community College of the University of Arkansas Foundation Fund

Our Mission

The Phillips Community College of the University of Arkansas (PCCUA) Foundation Fund was established to seek and secure non-traditional - resources beyond state and local appropriations – for Phillips Community College, for the purposes of (a) supporting educational excellence with the institution, and (b) guaranteeing excellence in service to the residents of Arkansas and Phillips Counties.

Our Needs

As the challenges facing the Phillips Community College District become more complex, private giving will be the margin of excellence in the future, directly affecting the College's ability to make a positive difference in relation to the needs of the people in Eastern Arkansas.

Phillips Community College is uniquely positioned to make a significant contribution to the economic, cultural and educational development of Arkansas and Phillips Counties. While the state recognizes the importance of the college and allocates funds for basic programs and services, PCCUA relies on private giving to maintain its academic excellence. While state support can only guarantee the College a basic level of service, planned giving to the PCCUA Foundation Fund can transform a good community college into a great one. The College's initiatives in funding academic scholarships, instructional equipment, carefully planned facilities, faculty development, and cultural arts depend on increasing the private support of those individuals in the private sector who share the College's vision for excellence. The determination and selfless support by loyal PCCUA friends have been instrumental in building a proud legacy that helps achieve the College's mission.

Anyone may support the Phillips Community College UA Foundation Fund in its effort to shape the college's future through philanthropy. Your gift is tax deductible.

Foundation

The PCCUA Foundation Fund was established in January of 2020 after the Phillips Community College Foundation, Inc., was dissolved. The Foundation is a subsidiary organization of the University of Arkansas (UA) Foundation, Inc., and was created by PCCUA to continue to secure philanthropic support for PCCUA. The University of Arkansas Foundation, Inc., is a non-profit organization created under and by the laws of the State of Arkansas for charitable and educational purposes to manage and invest private funds raised by and for the benefit of campuses, divisions and units in The University of Arkansas System. The Corporation is exempt from federal income tax under section 501(c)3 of the Internal Revenue Code. It is separate from the University of Arkansas System and is not supported by state funds.

Gifts to the PCCUA Foundation Fund

Contributions can be made through:

Monetary Gifts

Donations by cash or check. Checks made payable to Phillips Community College UA Foundation Fund.
Securities – Donations of stocks, bonds, and other negotiable securities. Contact the Campus Development officer for more information.

Gifts of Trusts, Insurance, Wills, and Annuities

Contact the Campus Development Officer for more information. See Officers below.

Scholarships

Scholarships are awarded to students enrolled at PCCUA. Donors can establish annual or endowed scholarships. Endowments award scholarships in perpetuity.

Honorarium and Memorial Gifts

Donations in honor or memory of an individual or group may be designation to any division of the College.

DeWitt Campus
Savanna Bisswanger
1210 Rice Belt Avenue
DeWitt, AR 72042
(870) 946-3506, ext. 1608
fax: (870) 946-2644
sbisswanger@pccua.edu

Helena-West Helena Campus
Rhonda St. Columbia
P.O. Box 785
Helena, AR 72342
(870) 338-6474, ext. 1130
fax: (870) 338-7542
rhonda@pccua.edu

Stuttgart Campus
Kim Kirby
2807 Hwy. 165 South, Box A
Stuttgart, AR 72160
(870) 673-4201, ext. 1825
fax: (870) 673-8166
kkirby@pccua.edu

Tuition & Fees

Tuition

Full-time Students (15 credit hours or more)
Phillips/Arkansas County resident:.....$1155.00
Out-of-District resident:.....$1365.00
(Coahoma, DeSoto, Tunica, Quitman and Bolivar County residents of MS and Shelby County, TN are classified as "out-of-district" rather than "non-Arkansas.")
Non-Arkansas resident:.....$2175.00
NOTE: Credit hours are capped at 15 hrs.

Part-time Students (less than 15 credit hours)
Phillips/Arkansas County resident:
(per semester hour).....$77.00
Out-of-District resident:
(per semester hour).....$91.00
Non-Arkansas resident:
(per semester hour).....$145.00

Fees
Student Services Fee
$8 (per credit hour).....($120.00 max)

Technology Fee
$9.00 (per credit hour).....($135.00 max)

Publication Fee
(3 or more credit hours).....$10.00

Security Fee
($8 per credit hour).....($120.00 max)

Facility Fee
($5.00 per credit hour).....($75.00 max)

Online Courses
$10 (per credit hour).....($150.00 max)

Other Fees

Allied Health Students
Nursing Testing Fee (per semester).....$40.00
EMT, Nursing, Medical Laboratory Technician, and Phlebotomy course.....$50.00
EMT Materials Fee.....$115.00
Occupational Therapy Asst. Fee.....$500.00
Registry Exam Fee (PLB 114).....$135.00
Registry Exam Fee (MLS 213).....$215.00

Business Office Fees
Tuition payment plan fee.....$35.00
Late payment fee.....$25.00
Returned check/payment fee.....$25.00
Orientation fee (failure to attend).....$70.00

Certification & Materials Fee (PE 243).....$30.00
Developmental Math Software Fee.....$120.00
(MS 1023)

Lab--Biology, Chemistry & Phy. Science courses.....$10.00
(Does not cover damage or breakage to non-expendable equipment)

Printing.....$10.00
Technical Programs.....$10.00

Commercial Truck Driving (TD 104).....$1000.00

Construction Trades Program Fee
(CC 103).....$250.00
(CC 113).....$250.00

Cosmetology Kit (COSM courses).....$800.00

Early Childhood Education Field Study & CDA Testing
(ECD 1001).....$350.00
(ECD 1101).....$375.00
(EN 223-Praxis).....$130.00

Facility Usage
Stuttgart (Bowling).....$30.00

Fitness Center
Non-Credit.....$55.00 semester/$125.00 annually
Credit.....$25.00

Golf
Helena-West Helena campus.....$35.00
AR County.....$35.00

Graduation.....FREE

I.D. Card Replacement.....$10.00

Independent Study.....$100.00

Parking Fines.....$10.00-$60.00
(1st violation-$10; 2nd violation-$20; 3rd violation-$40 4th violation-$60; 5th violation-$60; Failure to display parking permit-$30; Handicapped parking violation-$50)

Physical Education (PEAC courses).....$10.00

Text Solution Book Rental
Book RentalFee (per credit hour).....$22.00
Non-Return book Fee.....$66.00
Late Fee (per book/per day).....$10.00
Course Code Fee.....$10 to $50 per course

Transcript.....FREE

Welding Materials Fee.....$250.00

Vehicle Registration (per year)
1st decal.....FREE
2nd decal.....$10.00

***PCCUA reserves the right to change tuition and fees at any time.**

Rev. 7/23

Tuition and Fees

The University of Arkansas Board of Trustees authorize the tuition rates each year. Tuition is currently $77 per credit hour for Phillips and Arkansas Counties students, $91 per credit hour for out of district/in-state students and $145 for out-of-state students. Tuition rates and all fees are subject to change.

Payment of tuition also enables the student to use all campus facilities including the library, Rowdy Rents, and other facilities. Students are expected to pay charges for any college property that they damage or lose (i.e., laboratory or shop equipment, supplies, library books and other materials). Formal registration takes place on the dates listed in the calendar. A student is not officially registered and is not allowed to attend class until tuition and fees have been paid or financial arrangements have been made.

Refund Policy

Students are eligible for refunds during the add/drop period identified on the College calendar. (See Refund Policy under Academic Regulations section of this catalog.)

Student Services Fee

A Special Services fee per credit hour is charged to fund ongoing special services received by students such as tutoring, advising, graduation, and other services.

Technology Fee

A fee is charged to all students for each credit hour of enrollment. The technology fee is used to finance major improvements in information technology at the College. The funds are used along with revenue from additional sources to implement technology improvements designed to allow faculty to use technology to improve instruction and delivery of courses.

Publication Fee

A fee is charged for the publication of college documents. This includes, but is not limited to, copies of transcripts, catalogs, handbooks, and other materials.

Security Fee

A per credit hour safety fee is charged to fund resources needed to maintain safe and secure campuses.

Facility Fee

A per credit hour facility fee is charged to maintain campus facilities and support campus improvements.

Online Course Fee

Students enrolled in online courses incur a per credit hour charge to support distance learning.

Special Costs

Some classes require special materials such as uniforms and specialized equipment that will be the property of the student. These materials are purchased by the student and paid for at the time of purchase. Consult with an advisor or course instructor concerning these special costs.

Allied Health Liability Insurance

All allied health students are required to purchase and maintain professional liability insurance. The minimal amount of insurance acceptable per claim and for aggregate coverage must comply with individual allied health program requirements. The insurance must be purchased from a company that is acceptable to the College and in compliance with the laws of the State of Arkansas. The company should provide endorsement that the insurance may not be modified or cancelled, unless PCCUA receives 30 days prior written notice. Written proof of coverage must be submitted to the respective program director/coordinator before the student will be allowed to register or attend any clinical allied health course.

Other Expenses

Students are expected to obtain their own books, supplies, and consumable materials from Rowdy Rents or vendor of their choice.

Early Childhood CDA Fee

Students enrolling in the Early Childhood Development Associate Degree (CDA) program pay the cost of observation, testing, assessment, and credentialing. The fees are tied to ECD 1001 and ECD 1101.

Delinquent Accounts

Students will not be permitted to register or graduate, nor will grade reports or transcripts be issued, until all delinquent accounts have been paid in full.

Returned Check Fee

A fee will be assessed for handling all returned checks and dishonored credit/debit card payments. A student will not be allowed to register for classes or receive a transcript/grades until all returned payments have been cleared and the account has been paid in full.

Financial Need

Both Federal, State and other financial aid is awarded to students showing financial need and maintaining satisfactory academic progress as defined by the institution.

How to Apply:

1. Visit www.fasfa.gov to complete the Free Application for Federal Student Financial Aid (FAFSA) online. This is the fastest and easiest way to apply for aid.

2. Students will receive an Award Letter that outlines their financial aid status within two to three weeks of submitting the FAFSA.

3. First-time PCCUA students who are eligible to receive federal financial aid must submit the following:
   - an official high school transcript/GED;
   - all official college academic transcripts
   - a completed financial aid Student Data Form available on all three campuses.

To be considered a full-time student, federal financial aid requires enrollment in 12 credit hours.

Federal Pell Grant

This is the basic grant available to undergraduate students who have demonstrated an exceptional financial need on the Free Application for Federal Student Aid (FAFSA) and have not earned a bachelor's or professional degree. The Department of Education determines a student's eligibility based on a student's answers to the FAFSA. Students must also meet other eligibility requirements to remain eligible for this award. The maximum award for the 2023-24 academic year is $6,895, if students are enrolled full-time. The award amount is reduced for students enrolled less than full-time. A Federal Pell Grant, unlike a loan, does not have to be repaid; except under certain circumstances. Students must remember to complete and submit a FAFSA application every year as soon as possible, beginning October 1.

Federal Supplemental Education Opportunity Grants (FSEOG)

FSEOG funds are limited and awarded on a first-come, first-served basis and are awarded with preference given to Pell Grant recipients who demonstrate exceptional need. Students must be enrolled at least half-time to be eligible to receive FSEOG funds.

Federal Work-Study Program (FWS)

The Federal Work-Study program provides jobs for undergraduate students and enables them to earn money toward their college expenses by working on- or off-campus. Students are paid bi-weekly at the rate of pay that is based on the federal or state minimum wage; whichever is more. Eligible students must have a financial need as determined by their FAFSA results. A separate FWS request must be completed and submitted to the institution's work-study coordinator.

Satisfactory Performance Standards for Financial Aid Eligibility

Federal regulations governing all Title IV federal and campus-based programs (Federal Pell Grant, Federal Supplemental Educational Opportunity Grants, and Federal Work-Study) require the institution to measure a student's progress toward a degree or certificate program. Students must complete requirements for a degree or certificate program within a reasonable length of time and maintain a minimum cumulative 2.0 grade point average, as defined by the College.

Total Credit Hours

PCCUA students may attempt up to a maximum of 100 credit hours while pursuing their two-year degree. All courses attempted at PCCUA, including repeated and incomplete courses (with a grade of "F", "W", "EW", and "I") and all hours pursued at any other college, will be counted in the determination of hours attempted. Students required to enroll for remedial course work will be allowed to attempt up to 30 hours of remedial work, which will be counted toward the maximum 100 credit hour limit. Students must successfully complete at least 67 percent of all credit hours attempted each semester, including remedial courses with a grade of "A", "B", "C" or "D". An evaluation will be made each semester to determine a student's satisfactory academic progress (SAP).

Cumulative Grade Point Average (GPA)

Students, including those enrolled for remedial coursework, must maintain a minimum cumulative GPA of 2.0 to be in good standing. Evaluations will be made at the end of each semester to determine student progress for meeting Satisfactory Academic Progress (SAP) requirements.

Probation

Any student whose cumulative completion rate and/or cumulative grade point average falls below the minimum requirements will be placed on financial aid probation/warning for one semester. During the probationary semester students will be required to enroll in classes recommended by their advisor and may be required to report for tutoring. Students on financial aid probation must meet the requirements at the end of the probationary semester or their financial aid will be terminated.

Termination of Aid

Students whose financial aid has been terminated for failure to meet Satisfactory Academic Progress standards, (SAP), may make an appeal in writing to the Financial Aid Exceptions Committee. The student should explain any mitigating circumstances related to the individual's academic problem and be prepared to provide supporting documentation.

Other Financial Support

Part-Time Employment

Many students are employed by the College and a number of agencies in the surrounding community through the federal work study programs. Students should be careful not to overload their work schedule so that it interferes with their study and class time. The College receives many requests from local employers eager to employ students in a variety of part-time jobs. Contact the Work-Study Coordinator for more information.

Veterans (GI®) Benefits

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website at http://www.benefits.va.gov/gibill. The Arkansas State Approving Agency approves some programs at PCCUA for veteran training. Veterans of recent military service, service members, members of reserve units, and dependents of certain other veterans may be entitled to educational benefits under the following programs: Post 9/11 GI Bill® Chapter 33; Title 38, Chapter 30, Montgomery GI Bill® for Veterans; Title 38, Veterans Education Assistance Program (VEAP); Title 38, Chapter 35, Survivors and Dependents Education; and Title 10, Chapter 1606, 1607, Montgomery GI Bill® for Selective Reserves. Students must be working toward a degree following the curriculum outlined for their objectives.

Application forms can be found online at www.benefits.va.gov/benefits/ or call 1-888-442-4551 for assistance with applying for benefits. Additional information concerning these benefits may be obtained by contacting the Registrar's Office. Veterans are urged to apply for educational benefits at least two months before beginning classes.

In accordance with Title 38 US Code 3679, this educational institution adopts the following provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Chapter 33) or Vocational Rehabilitation & Employment (Chapter 31) benefits, while payment to the institution is pending from VA. This educational institution will not:

- Prevent the student's enrollment
- Access a late penalty fee to the student
- Deny the student access to any resources that are available to other students who have satisfied their tuition and fees payment.

To qualify for this provision, students must provide a Certificate of Eligibility (COE) from the VA, provide a written request to be certified, and provide additional information needed to properly certify the student's enrollment.

Prior Credit Policy

It is the policy of this institution that an evaluation of previous education and training will be conducted, appropriate credit granted, if applicable, the institution's duration in the course will be shortened proportionately, and that the Veteran's Administration and the student will be so notified. VA credit will be given for prior training for veterans and eligible programs.

Veterans Vocational Rehabilitation

Public Law 815 makes veterans vocational rehabilitation training available to a veteran who incurred a disability as a result of service in the armed forces. Under Public Law 815, tuition, fees, and subsistence will be paid through the Veterans Administration.

Vocational Rehabilitation

Our local Vocational Rehabilitation agency assists students in paying for all or part of their tuition, books, activity fees, living expenses, and transportation. Students must be in good standing to continue receiving funds through this program. Students can qualify with either physical or mental health disabilities. Students who believe they could qualify for this program should contact the Helena-West Helena Campus, Arkansas Rehabilitation Services, 507 Cherry Street, Helena-West Helena, AR 72342, (870) 338-2753. For the DeWitt & Stuttgart Campuses, contact Arkansas Rehabilitation Services, 2703 W. 28th Ave./P.O. Box 2560, Pine Bluff, AR 71613, (870) 534-2404.

Scholarship Application Procedure

To apply for any of our scholarships, submit the following items to the Scholarship Coordinator at one of the following campuses: 1210 Rice Belt Avenue, DeWitt, AR 72042; P.O. Box 785, Helena-West Helena, AR 72342; or 2807 Hwy. 165 South, Box A, Stuttgart, AR 72160.

1. Students who reside in the State of Arkansas must apply for the Academic Challenge (Lottery) scholarship. Must provide copy of eligibility/non-eligibility.
2. Provide a summary of why you want to be considered for a scholarship (should include any financial need.)

****Note: All out of district scholarship recipients will receive in-district scholarship amounts. This includes online classes.***

Selection: The selection of scholarship recipients will be based upon an evaluation of the completed application, high school transcripts, or GED certificates, test scores, participation in extra-curricular activities, community service, and other awards and honors. Recipients will be notified of selection decisions as soon as they are made.

Scholarships Available

Phillips Community College is committed to academic excellence. The educational curriculum is regularly updated to ensure that quality programs are being provided which meet the needs of students and employers. Academic achievement is recognized by awarding three types of academic scholarships: Chancellor Scholarships, Academic Excellence Scholarships and Technical Achievement Awards.

In addition to the three college academic scholarships mentioned above, other types of scholarships are available at PCCUA. These include performing arts and foundation/community scholarships.

Academic Scholarships

Chancellor Steven Murray Legacy Scholarship

Minimum qualifications include an American College Test (ACT) composite score of 25. Applicants must be entering PCCUA for their first time as full-time students. Recipients of the Chancellor Scholarship will receive tuition and mandatory fees for the fall and spring semester and tuition and mandatory fees each summer term for a maximum of two years of consecutive enrollment, provided that they maintain a 3.0 cumulative GPA and enroll full-time each fall and spring semester and six or more hours each summer term, if desired.

Chancellor Scholarships

Minimum qualifications include an American College Test (ACT) composite score of 25. Applicants must be entering PCCUA for their first time as full-time students. Recipients of the Chancellor Scholarship will receive tuition and mandatory fees for the fall and spring semester and tuition and mandatory fees each summer term for a maximum of two years of consecutive enrollment, provided that they maintain a 3.0 cumulative GPA and enroll full-time each fall and spring semester and six or more hours each summer term, if desired.

Academic Excellence Scholarships

Minimum qualifications include an ACT composite score of 23 or 3.0 high school GPA. Applicants must be entering PCCUA for their first time as full-time students. Recipients of Academic Excellence Scholarships will receive tuition only for a maximum of two consecutive years provided that they maintain a 2.5 grade point average per semester and enroll full-time each fall and spring semester and six or more credit hours each summer term, if desired.

Technical Achievement Awards

Minimum qualifications include a 3.0 GPA in the applicant's technical or occupational curriculum in high school. A score of 23 on the ACT may substitute for the grade point average requirement. Applicants must be entering PCCUA for their first time as full-time students. Recipients of Achievement Awards will receive tuition only each semester for a maximum of two consecutive years provided that they maintain a 2.5 GPA per semester and enroll full-time each fall and spring semester and six or more hours each summer term, if desired. These scholarships are for occupational/technical (AAS major) students only.

Other Scholarships

STATE AID-Arkansas Department of Higher Education (ADHE) Complete one application to determine eligibility for ALL ADHE scholarships listed below. Test scores, high school transcripts, and/or college transcripts are necessary and must be submitted to ADHE by the deadline date. Application deadline is July 1 unless noted otherwise. All eligibility requirements and updates to all scholarships can be found at the ADHE website. An application is available online at https://sams.adhe.edu/ .

Academic Challenge (Lottery) Scholarship (Traditional) This scholarship is open to graduating high school seniors demonstrating academic achievement (ACT score of 19 required). It provides funds for full-time students and has specific enrollment requirements for full-time students. For additional information visit https://sams.adhe.edu/Scholarship/Details/ACST .

Academic Challenge Scholarship (Non-Traditional) This scholarship is open to non-traditional students who are Arkansas residents. Students must have a 2.5 GPA and/or certain test scores to be eligible. The scholarship provides funds to full-time and part-time students enrolled in at least six (6) hours.

Arkansas Future Grant This scholarship is a "Last Dollar" award that covers tuition and fees not already covered by a student's other scholarships and grants. The purpose of this grant is to promote STEM and high demand degree obtainment and encourage community involvement and interaction. Students must have graduated from an Arkansas high school, home school or have a GED; (or) must have a high school diploma and have lived in Arkansas for the last three years; must be enrolled in a STEM or Regional High Demand Credential Program; must complete the FAFSA; and must not already hold an Associate's Degree. Students will apply through the YOUniversal System at ADHE. The Grant will be awarded on a first-come, first-served basis.

Arkansas Geographical Critical Needs Minority Scholarship Provides financial assistance to minority students attending any public or private institution of higher education in Arkansas with an approved teacher education program. Recipients must teach in the Arkansas Delta region after completion of licensure program. For more information, call (870) 575-8058.

Career Pathways Career Pathways is sponsored by the Arkansas Department of Higher Education. Qualified applicants must be a parent with children under the age of 21 living in your home; must be receiving Transitional Employment Assistance (TEA) now, or have received TEA in the past; be receiving SNAP or Medicaid. For more information, contact Kim Rawls for DeWitt and Stuttgart at (870) 946-3506, ext. 1690 or email krawls@pccua.edu or Shawndus Gregory for Helena-West Helena at (870) 338-6474, ext. 1116 or email sgregory@pccua.edu.

Governor's Distinguished Scholarship This scholarship is for students who meet the following minimum eligibility criteria: either a 32 composite score on a single ACT or 1410 combined in math and critical reasoning score on a single SAT AND either a 3.50 academic grade point average or selection as a National Achievement Finalist or National Merit Finalist. (Those who are named National Merit Finalists or National Achievement Scholars may qualify without meeting the GPA requirement, but must still meet the ACT/SAT requirement). If funding allows, up to 375 Governor's Distinguished Scholars may be named. If there is a county in Arkansas that does not have a Distinguished Scholar, the highest ranking applicant from that county will be awarded a Governor's Scholarship at $5,000 per year.

(Financial need of the student is not a factor in the award of the scholarship, therefore no financial information is required. You do not have to complete the Free Application for Federal Student Aid (FAFSA) to be eligible for this scholarship.)

Law Enforcement Officers' Dependents Scholarship (LEO) – This scholarship is a waiver of tuition, fees, and room/board at any public college, university, or technical institute in Arkansas for dependents and spouses of Arkansas law enforcement officers, some Highway and Transportation Department employees, and other public employees, who were killed or permanently disabled in the line of duty.

Military Dependents Scholarship (MDS) – This scholarship is a waiver of tuition, fees, and room/board at any public college, university, or technical institute in Arkansas for dependents and spouses of Arkansans who were killed or were missing in action, were prisoners of war, or who are totally and permanently disabled.

Single Parent Scholarship (sponsored by Phillips County) This scholarship provides financial assistance to single parents who are pursuing a course of instruction which will improve their income-earning potential. Scholarships may be used for tuition, books, utility bills, car maintenance, child care, etc. For more information go to http://www.aspsf.org/county-map.

State Teacher Education Program (STEP) The State Teacher Education Program (STEP) provides assistance for eligible teachers with repayment or outstanding federal student loans. The Arkansas Department of Higher Education (ADHE) shall administer the State Teacher Education Program within the policies set by the Arkansas Higher Education Coordinating Board.

Teacher Opportunity Program (TOP) The Teacher Opportunity Program (TOP) offers tuition reimbursement grants to Arkansas teachers and administrators. Teachers and administrators may apply for reimbursement of out-of-pocket expenses paid for up to six (6) college credit hours completed for each academic year, not to exceed $3,000.

Helena Health Foundation Scholarships

The Helena Health Foundation (HHF) has made a tremendous impact on the lives of our students and our Phillips County community through their grant application. HHF scholarships makes it financially possible for students to make the 100% commitment to their education. Due to the rigorous demands of the allied health degree programs, most of our students are unable to have outside employment. Therefore, scholarships assist the students in not only tuition and fees, but also books, equipment, uniforms, etc. This grant program has assisted students in the following areas: Associate Degree Nursing (ADN), Practical Nursing (PN), Medical Laboratory Technology (MLT), Phlebotomy, and Certified Nursing Assistance (CNA).

Foundation Scholarships

Foundation/Community Scholarships, including memorial scholarships, are made available to students by community-based organizations or groups. Criteria for these awards may differ from those required for college scholarships. Contact the scholarship offices for additional information unless indicated otherwise.

Alan Fortune Sponsored by the Duff Nolan Family, this award gives preference to a graduate of Grand Prairie Christian School or Stuttgart High School. The applicant must maintain a 2.5 GPA. The award pays $250 each fall and spring.

Alter Family This scholarship provides $300 each fall and spring for a student on the DeWitt campus. Student must be a DeWitt High School graduate and must have a 2.5 GPA in order to receive and maintain the scholarship.

Ann Bulmer Hestir Memorial This scholarship provides $250 each fall and spring for a student on the DeWitt campus who is a preferred dental or pre-med student. Student must have a 3.0 GPA to qualify and maintain scholarship.

Arkansas County Bank of DeWitt This scholarship is for students on the DeWitt campus and will pay $750 each fall and spring semester. To be eligible for selection, students must have a 3.0 GPA or a minimum 21 ACT composite score and maintain a 2.5 GPA.

Arthur D. Holt Memorial This scholarship pays $250 per semester. Must be a Stuttgart High School graduate or resident of Arkansas County and must also be a student on the Stuttgart campus. Must be majoring in business, education, medical, or a vocational field. Applicant must maintain a 2.5 GPA. Student can be part-time or full-time. Award may be used for books or tuition.

Cadence Bank This provides two $250 scholarships for full-time students studying any major. One is awarded to a graduating senior from Stuttgart, Carlisle, Hazen, or Brinkley and another to a non-traditional student. To be eligible for selection, the applicant must demonstrate financial need through HUD's median family income guidelines for Arkansas County and maintain a 2.5 GPA.

Barney Lewis Business Established in 2010 in loving memory of devoted husband and father, the late Barney Lewis. This scholarship is for a student majoring in business with a 2.5 GPA. The award is announced each semester, and students must maintain a cumulative 2.5 GPA to renew the scholarship for two consecutive years. Awarded to a Helena-West Helena campus student.

Bauer Family Applicant must be a Gillett High School graduate or resident of the former Gillett School District with at least a 2.0 GPA. The applicant must maintain a 2.0 GPA. Award pays $250 each fall & spring, renewable for two (2) years. Must be a DeWitt campus student.

Bennette & Walter Morris This scholarship pays $1,750 to a resident of Phillips County, Arkansas, who is enrolled in the Associate Degree Nursing program on the Helena-West Helena campus and must maintain a 2.5 GPA.

Betty Howe This scholarship provides $250 each fall and spring to a student enrolled in the Practical Nursing program. It was established in 2004 in memory of Mrs. Betty Howe.

Bill Coolidge This scholarship provides two sophomore students a Fine Arts and a Humanities major, with a full-tuition scholarship each fall and spring. Applicants must have at least a 3.0 GPA to receive and maintain this scholarship.

Bob Hornor Memorial This scholarship is awarded to an associate degree nursing student on the Helena campus. It pays approximately $650 per semester. Recipient must have a 2.5 GPA to qualify and maintain a 2.5 cumulative GPA in order to maintain the scholarship.

C. J. & John Ella Jackson Foundation This scholarship fund was founded by Mrs. Hiawatha Jackson Woolford, Mrs. Thelma Jackson Kelley, and Mrs. Blanche Jackson Ingram in memory of their parents. A scholarship is awarded to a freshman nursing student with a 3.0 cumulative GPA. The scholarship pays $150 each fall and spring.

Campbell-Gordon This endowed scholarship will be awarded to an associate degree nursing student on the Helena campus. Recipient must have a 2.5 GPA to qualify and maintain a 2.5 cumulative GPA in order to maintain the scholarship.

Carl F. "Bo" and Jimmie C. Owens Memorial This scholarship is for a student pursuing a CDL on the Stuttgart campus. The award is $250, and any student entering the CDL program on the Stuttgart campus is eligible to apply if they meet all other college entrance requirements. One award will be given annually.

Cathy Jean Ruffin Fox Memorial This scholarship is for a student on the DeWitt campus enrolled in at least 6 hours. Student must be entering the medical field. Preference will be given to DeWitt High School students. The award provides $250 each fall and spring. Established by her daughter and son.

Charleen Hickey Memorial This scholarship provides $500 for the fall and spring semesters to a deserving student who has a 2.5 cumulative GPA. The recipient must be a Central High School graduate, an education major, and full-time student.

Cormier Rice Mill This scholarship pays two students $300 each fall and spring on the DeWitt campus. Must maintain a 2.5 cumulative.

Charles Harlen and Sandra Miller Memorial This scholarship provides $300 each fall and spring. Must be a DeWitt High School graduate attending PCCUA as a full-time DeWitt campus student. Must maintain a 2.75 GPA.

DeWitt Community Service This scholarship pays up to four qualifying students $250 per semester on the DeWitt campus. Students must have 30 hours of documented and approved community service hours in one semester. Students must have and maintain a 2.5 cumulative GPA or higher. Renewable each fall and spring semester. Please see the Director of Public School Relations in DeWitt for the application form.

DeWitt Lions Club/Ralph Hamilton Memorial This scholarship will pay $250 each semester for two (2) years. Student must maintain a 2.0 GPA.

Dottie Grauman Memorial This scholarship is awarded to an associate degree nursing student on the Helena campus. It pays approximately $1,300 per semester. Recipient must have a 2.5 GPA to qualify and maintain a 2.5 cumulative GPA in order to maintain the scholarship.

Dr. John M. Hestir Memorial This scholarship provides $250 each fall and spring for a student on the DeWitt campus majoring in nursing. Student must have a 3.0 GPA to qualify and maintain.

Ed Denman Memorial This scholarship pays $250 each fall and spring to a DeWitt High School graduate attending the DeWitt campus. Applicants must have a 2.75 GPA to qualify and maintain this scholarship.

Ed Pat & Betsy Wright This scholarship is awarded to an associate degree nursing student on the Helena campus. It pays $1,750 per semester. Recipient must have a 2.5 GPA to qualify and maintain a 2.5 cumulative GPA in order to maintain the scholarship.

Elmer and Gladys Ferguson Nursing This scholarship was established by Elmer and Gladys Ferguson of DeWitt. It will provide one $250 nursing scholarship for a full-time student on the DeWitt campus in the fall and spring semester. Student must have a 2.5 cumulative GPA to receive the scholarship.

Evelyn Hurst This scholarship was established in 1996 in memory of Evelyn Hurst. It is given to students who have completed the GED, wish to continue their college education, and cannot qualify for other federal aid to do so. Recipients must be entering PCCUA for the first time as a full-time (15 hours) student. The scholarship recipient must maintain a 2.75 cumulative GPA. A full scholarship is equal to full tuition each fall and spring. A partial Hurst scholarship is equal to half tuition each fall and spring.

Farm Bureau This scholarship provides a $500 book scholarship per semester for a Phillips County resident. To qualify, a student must have a 2.5 GPA and must maintain a 2.5 cumulative GPA in order to keep the award for two (2) years.

Farmers and Merchants Bank of DeWitt and Stuttgart This scholarship provides $500 per semester for students on the DeWitt and Stuttgart campuses. To qualify, students must have a 3.0 GPA or a minimum ACT score of 21. To keep the award for two consecutive years, recipients must maintain a 2.75 GPA. Recipients must be a Prairie, Desha or Arkansas County resident.

Half Court Scholarship This one time scholarship is a foundation sponsored scholarship that provides $500 to a current high school senior who makes the half court shot during the event at a DeWitt High School basketball game. Awarded the fall semester after high school graduation.

Harvey and Hazel Riley Memorial This scholarship is awarded to a full time student who is an Arkansas County resident. Recipient must have a 3.0 cumulative GPA to qualify and maintain a 2.0 cumulative GPA in order . The scholarship pays $500 per semester.

Helen G. Bonner The Helen G. Bonner Sophomore Scholarship Fund, established by Mr. Ben Bonner in memory of Mrs. Helen G. Bonner, provides two (2) full-time and four (4) partial scholarships to sophomore students who have completed 21 or more hours at Phillips Community College with a cumulative GPA of at least 2.5. Preference will be given to working, adult students who are not eligible for sufficient levels of other financial assistance to meet educational needs. Full scholarships pay $550 fall and spring and $250 for summer. Partial scholarships pay $275 fall and spring.

Helena Industries Applicants for this award must have a cumulative high school GPA of 2.5 and enroll in at least 15 credit hours each semester. Recipients must be entering PCCUA for their first time majoring in agriculture, biology, business, math, or science. The award pays $500 each fall and spring and is renewable, providing the recipient maintains a 2.5 cumulative GPA.

Helena Regional Medical Center This Helena campus scholarship, established in 2003, is awarded to a nursing student on the basis of academic potential and financial need. Applicants must have a 2.5 cumulative GPA to receive the scholarship. The scholarship pays full tuition each fall and spring and is renewable, providing the recipient maintains a 2.5 cumulative GPA.

Helena Regional Medical Center Auxiliary This scholarship is awarded to a nursing student who is a Phillips County resident. Student must maintain a 2.75 cumulative GPA.

Hendrix Business This scholarship, made possible by Dick D. and Bettye W. Hendrix, was established in 2001. It is awarded to a Phillips County resident majoring in business. Applicants must have a 3.0 cumulative GPA and a 21 ACT composite to receive the scholarship. The scholarship pays $500 each fall and spring. This scholarship is renewable, providing the recipient maintains a 3.0 cumulative GPA.

Hendrix Nursing This scholarship is awarded to an associate degree nursing student on the Helena campus. It pays approximately $650 per semester. Recipient must have a 2.5 GPA to qualify and maintain a 2.5 cumulative GPA in order to maintain the scholarship.

Hoskyn Family This scholarship pays $250 per year ($125 per semester). Must be a Stuttgart High School graduate and enrolled in at least 6 hours. Must maintain a 2.5 GPA.

Jack Whitmore Memorial This scholarship pays two (2) $500 scholarships for the fall and spring semester for one female and one male non-traditional student with a 2.5 GPA.

Jake Hartz, Jr. Memorial Non-Traditional This scholarship is awarded to a non-traditional student on the Stuttgart Campus with first consideration being given to a resident of Arkansas County, but not required. Student must have a 2.0 GPA and maintain a 2.0 GPA to continue the scholarship. It is awarded each fall and spring semester for four (4)consecutive semesters if recipient meets and maintains criteria. This scholarship pays up to $200 per semester if funds are available.

Jimmy and Karen Owens Memorial Scholarship for Caregivers This provides two (2) $250 scholarships each fall and spring semester for two (2) years. One $500 scholarship is awarded to a student during the summer term. They will be awarded to a nursing student entering the Associate Degree Nursing program on the Stuttgart campus. Students must complete all required developmental education courses prior to making application to the nursing program. Students must maintain criteria required by the nursing program. This scholarship also provides $500 to each 2nd year nursing student.

John King Nursing This scholarship is awarded to an associate degree nursing student on the Helena campus. It pays $1,750 per semester. Recipient must have a 2.5 GPA to qualify and maintain a 2.5 cumulative GPA in order to maintain the scholarship.

Julie Simpson This scholarship provides $300 each fall and spring to a student on the DeWitt campus. The student must maintain a 2.5 cumulative GPA.

Kiwanis Non-Traditional Student This scholarship is awarded to a single parent and/or non-traditional student. It pays $250 fall and spring; student must maintain a 2.75 cumulative. GPA. One scholarship awarded each year.

Lee Anne Jones Memorial This scholarship pays $200 each fall and spring semester. It is awarded to a DeWitt High School graduate who is attending the DeWitt campus. Must have a 2.5 GPA to qualify and maintain.

Lennox This is a full-tuition scholarship for the fall and spring semesters serving traditional and non-traditional students on the Stuttgart campus. Applicants must be Arkansas County residents with a 3.0 cumulative GPA. This scholarship is renewable providing the recipient maintains a 3.0 cumulative GPA.

Lizzy West Memorial This scholarship pays $200 and is awarded each fall and spring semester to a part-time student taking at least six (6) hours or more. It was established by family and friends.

Louis Chandler, Jr. Memorial This scholarship pays $500 to a student who has a 2.5 cumulative GPA or a 21 ACT composite. Applicants must be residents of Phillips County. The scholarship is for two (2) years.

Mary Nina Fischer Memorial This scholarship pays $250 per year ($125 per semester). Students must maintain a 2.5 GPA. Preference given to a non-traditional student and student must be enrolled in six (6) hours or more.

Matthew Russell Memorial This scholarship provides $300 each fall and spring to a student on the DeWitt campus. Must maintain a 2.5 cumulative GPA. The scholarship is sponsored by Julie Simpson.

Michael Gilmore Memorial This scholarship pays $250 per semester and is awarded to a graduate of Central High School who has a 2.5 GPA. Applicants must be residents of Phillips County. Scholarship is renewable, if funds are available and the student maintains a 2.5 GPA.

Non-traditional Student Student must be enrolled in a minimum of six (6) hours and must be of independent status. These scholarships are awarded on each of the DeWitt and Stuttgart campuses. Applicant must maintain a 2.75 cumulative GPA to maintain the scholarship. The scholarship awards are $250 each semester.

Ora Belle Howard Memorial Student must be enrolled in 12 hours and majoring in the medical field. This scholarship pays $250 each fall and spring. Applicant must maintain a 2.5 GPA in order to maintain the scholarship. Applicant must also be committed to stay and work in DeWitt. Established by her family members.

Partners Bank This Helena-West Helena campus scholarship provides $500 for the fall and spring semesters to a deserving student who has a 3.0 cumulative GPA or a 21 composite on the ACT. Preference is given to a full-time (15 hours) student. The recipient must be a Phillips County resident.

Pat McKewen Memorial This scholarship pays $400 each fall and spring; maintain a 2.5 GPA; DeWitt campus student.

Patsy Boyd Watts Memorial Two (2) scholarships will be awarded for $500 each, every fall and spring to students demonstrating financial need.

Paul and Marion Hahn This scholarship provides $125 one (1) time per year with preference to a nursing, law enforcement, history major or veteran. Student must have 12 college credit hours and maintain a 2.0 cumulative GPA.

Roberson-Dodd Memorial Nursing This scholarship is awarded to an Associate Degree Nursing student on the Helena campus. Students must be enrolled full-time and maintain a 2.5 semester GPA. The scholarship is good for two years and pays $500 per semester.

Roller Citizens Funeral Home The recipient of this scholarship made possible by Roller Citizens Funeral Home must have a 3.0 cumulative GPA or a 21 ACT composite and be a Phillips County resident. The scholarship pays $500 each fall and spring.

Rotary Club of Stuttgart The Stuttgart Rotary Club provides a scholarship for one year which pays $1,000 each fall and spring semester. A student who has received the scholarship is eligible to apply for a second year, but must reapply.

Rowdy Mascot This scholarship provides $500 per semester. Recipient must enroll full-time and maintain a 2.5 GPA. Tryouts occur on each campus.

Scott Frazier Memorial This scholarship is awarded to an associate degree nursing student on the Helena campus. It pays approximately $1,500 per semester. Recipient must have a 2.5 GPA to qualify and maintain a 2.5 cumulative GPA in order to maintain the scholarship.

Sherry Criswell Memorial This scholarship will be awarded to a single parent enrolled in six (6) or more hours. Pays $250 per semester, and recipient must maintain a 2.5 GPA.

SIDC in Memory of Harry Dupree This scholarship will be awarded to a student attending Stuttgart campus. Must be a graduating senior majoring in a science-related field and enrolled in six (6) hours minimum. It pays $250 each fall and spring, and recipient must maintain a 2.5 GPA.

Southern Bancorp Southern Bancorp provides a scholarship to a deserving student who has a 3.0 cumulative GPA or a 21 ACT composite. Applicants must be residents of Phillips County. The scholarship pays $500 in the fall and spring.

Southern Bancorp Sarah Beth Taylor This scholarship will be awarded to a freshman nursing student who is not eligible for other financial aid. Applicants must have a 2.5 cumulative grade point average to receive and maintain the scholarship. This full-

tuition scholarship plus books is available each fall, spring, and summer for two consecutive years. Recipient will be chosen by the Allied Health Division. Failure to graduate will result in reimbursement to Southern Bancorp. Helena-West Helena campus only.

Steiner This scholarship in memory of Rev. Traugott Steiner of Marvell is awarded to a deserving Marvell High School graduate on the basis of scholarship and academic potential. The award pays $250 each fall and spring.

Stuttgart Memorial Hospital Foundation This scholarship will pay $500 each fall to all first-year nursing students on the Stuttgart campus.

Taylor Memorial Scholarship This scholarship will be awarded to an ADN student on the Helena campus who is enrolled in at least 12 credit hours. Recipient must have a minimum ACT score of 18 and must maintain a 2.5 gpa. It will pay $250 per semester.

Tom Kinnebrew Memorial (sponsored by Rotary Club of Helena-West Helena) This scholarship is for a Phillips County resident majoring in nursing. The scholarship awards $500 each fall and spring. Applicants must have a 3.0 cumulative GPA or a 21 ACT composite.

Tri-County Fair Queen This scholarship will provide $500 per semester for one (1) year to the person who is named the Queen at the Tri-County Fair in Marvell. Recipients must maintain a 2.5 gpa in order to keep the scholarship.

Warriors for Walt Nursing Scholarship This scholarship is for a resident of Phillips County or Coahoma County (MS) who is a nursing major on the Helena-West Helena campus. The award pays $1,750 per semester for two (2) years. Recipient must maintain a 2.5 cumulative GPA. Special consideration will be given to students who have a handicap or disability, themselves or in their family.

Wilbur Mein Memorial This scholarship pays $250 each fall and spring semester to a DeWitt High School graduate who has a 3.0 GPA and is entering the medical field.

Will Carter Memorial This nursing scholarship was originally established by Bill and Sue Carter in memory of their son, Will. This Helena Campus scholarship was reinstated in memory of Lisa Audirsch, a PCCUA nursing graduate and former nursing instructor. The scholarship pays $500 per semester for two years. A 2.5 GPA is required to maintain the scholarship.

W. T. Harris Memorial The W. T. Harris Memorial Fund will provide a qualified student with a scholarship on the basis of both academic potential and financial need. The scholarship is available to full-time, sophomore nursing students with a 2.5 cumulative GPA. The scholarship pays $250 fall and spring.

Yoder Ruritan This scholarship pays $250 each fall and spring semester for two (2) years and will be awarded to a Stuttgart campus student. Must maintain a 2.5 GPA per semester.

GRP
The Great River Promise

Arkansas or Phillips County high school graduates attending the Helena or DeWitt campuses are eligible for the Great River Promise. Students who meet the stated criteria will be able to attend PCCUA with college tuition and mandatory fees paid.

Criteria:
- Attend 4 years at an Arkansas or Phillips County high school
- Graduate with a high school diploma, beginning with 2010 graduates
- Achieve high school attendance requirements for 4 years of high school
- Have no drug or DUI offenses
- Exhaust all other scholarship and financial aid programs first
- Deadline for the State of Arkansas scholarships: June 1st
- Must enroll fall semester following high school graduation
- Be accepted as a PCCUA student and complete a PCCUA scholarship application

GRAND PRAIRIE PROMISE

Students attending the Stuttgart campus only are eligible for the Grand Prairie Promise. Students who meet the stated criteria will be able to attend PCCUA Stuttgart campus with college tuition and mandatory fees paid.

Criteria:
- Graduate with a high school diploma, beginning with minimum 2.0 GPA or GED
- Exhaust all other scholarship and financial aid programs first
- Must enroll in fall semester following high school graduation
- Be accepted as a student at PCCUA and complete a PCCUA scholarship application
- Enroll as a full-time student at PCCUA
- There is no geographical restriction for eligibility

Once enrolled and scholarship awarded:
- Student must maintain a 2.0 GPA
- Student must successfully complete 75% of all hours attempted each semester
- Students must reapply annually, award not to exceed 4 semesters during a period not to exceed 3 calendar years from date of high school graduation

Academic Regulations

Student Course Load

The College will operate two semesters, two summer terms, and an extended summer term annually. The minimum course load for classification as a full-time student is 12 semester hours. A normal class load consists of 15-16 semester hours per semester (6 to 8 credit hours in the summer). A student who desires to take more than 19 semester hours must have the approval of the Vice Chancellor for Instruction.

Changes in Course Schedules

In order to change a course schedule, a student must have the approval of an advisor and a dean/chair. Changes in schedules are not permitted after the course has met twice. A class may be dropped until the published date in the Academic Calendar.

Grading System

Each student will receive at midterm an evaluation of progress in each course. Mid-term grades are for student information only and are not placed on the permanent record. At the end of the semester, the student will receive final grades based upon the following system:

A - 4 value points
B - 3 value points
C - 2 value points
D - 1 value point
F - 0 value point
EW - Administrative Withdrawal (withdrawal by faculty due to excessive absence)
I - Incomplete work to be made up within 60 days following close of current semester
W - Withdrew
AU - Audit
WC - Withdrawal crisis (only for emergency use)

Checking Grades Online

Students may access their PCCUA email account using the following steps:

- Click on the My RidgeNet link located on the PCCUA home page (www.pccua.edu).
- Enter your PCCUA student email address (first initial + last name + last four digits of your student ID number + @pccua.edu).
- Enter your password (your date of birth MMDDYYYY) then click "Log In".
- Click on the "Email" icon.

My RidgeNet accounts are typically created within 24 hours after a student registers. If you are unable to log into your account for any reason, please fill out a Helpdesk ticket by going to the PCCUA home page, www.pccua.edu, and clicking on "Helpdesk". Please include a private email or phone number in your ticket for responses.

Email Account

Students may access their PCCUA email account using the following steps:

- Click on the My RidgeNet link located on the PCCUA home page (www.pccua.edu).
- Enter your PCCUA student email address (first initial + last name + last four digits of your student ID number + @pccua.edu).
- Enter your password (your date of birth MMDDYYYY) then click "Log In".
- All individuals are required to engage in one additional step (multi-factor authentication) beyond the normal login process to access campus resources and the campus network. Individuals are required to register a second approved device. Multi-factor authentication (MFA) is a multi-step account login process that requires users to enter more information than just a password. For example, along with the password, users might be asked to enter a code sent to their email or phone.
- Click on the "Email" icon.
- PCCUA uses a Multi-factor authentication process.

Class Attendance

Students are expected to attend all classes regularly and punctually. The instructor will provide to the student at the beginning of the semester a written statement of the specific attendance policy for the course. It is the student's responsibility to know and comply with the instructor's policy and to contact the instructor to make up missed work.

The instructor will warn a student in danger of becoming excessively absent by sending a warning notice to the student's advisor, so the student can be contacted. If the student is absent more times than allowed by an instructor, the instructor may drop the student from the class roll with a grade of "**EW"** by notifying the Admissions/Student Services Office in writing.

Withdrawal

A student who withdraws from the College in the course of the regular semester or summer term must do so officially at the Admissions/Student Services Office. Official withdrawal must be made in person or by written statement from the student. Consultation with an advisor is suggested. Failure to do so may result in the recording of failing grades in the course(s) for which the student is registered.

Dropping a Class

A student may drop a class by getting a drop slip from the advisor or from the Admissions Office. Take the form to the course(s) instructor(s), ask the instructor(s) to complete the form, take the form to an advisor or dean/chair for signatures, bring the completed form to the Admissions Office. A student is not officially dropped from a course until the Admissions Office receives the form.

Chancellor's List

A student who achieves exemplary academic success at PCCUA is named to the Chancellor's List. To be named to this list, a student must enroll in 12 or more semester hours of college level credit and maintain a 4.0 GPA for the semester enrolled. This extraordinary list of students is released at the end of each fall and spring semester.

Dean's List

A student who demonstrates outstanding academic success at PCCUA is named to the Dean's List. To be named to this list, a student must enroll in 12 or more semester hours of college level credit and maintain a GPA of at least a 3.5 but below a 4.0. This distinguished list of students is released at the end of the fall and spring semester.

Academic Probation and Suspension

The cumulative grade point average (GPA) will be used in all probation and suspension determinations. The GPA is computed each semester for full-time students and each block of 10 or more semester hours for part-time students. When the cumulative GPA falls below the level specified below, the student will be placed on academic probation.

Credit Hours Completed	**GPA**
0-10	none
11-16	1.25
17-32	1.50
33-48	1.75
49-over	2.00

Students on Probation

Students placed on probation will be required to complete the following:

1. Accept enrollment in an advisor-directed studies program.
2. Meet with their advisor at least three times during the semester (during the 4th or 5th week of the semester, at midterm, and during the 11th or 12th week of the semester).
3. Enroll in appropriate developmental courses (when required) and meet with a tutor as recommended by their advisor.
4. Take no more than 12 hours a semester unless the advisor approves additional hours.

Suspension of Students

If the probationary status is not removed during the advisor-directed semester (or block of 10 semester hours for part-time students), the student will be suspended for one regular semester (excluding summer session). However, any student on probation who received a GPA of 2.5 or higher for 12 or more hours for that semester will be allowed to enroll for the following semester even though the cumulative GPA does not meet the minimum GPA requirements set forth.

After being suspended for one semester and upon readmission, the student must meet the GPA requirements set forth or be suspended from the College for one academic year.

Transfer Student Probation

Transfer students are subject to the same probationary requirements as currently enrolled students. A transfer student with less than the required GPA from the previously attended institution may be enrolled on probation.

Appeal of Suspension

Students may make a written appeal of their suspension to the Academic Standards Exception Committee if there are mitigating circumstances related to their academic performance. This appeal must be filed in the Admissions Office at least one week before classes begin. After having been suspended from the college for one year, a student may apply to the Academic Standards Exception Committee for readmission. Readmission is not automatic; each case will be judged on merit.

Repeating Courses

Any student may repeat a course to improve grade point average. When the course is completed, the higher grade will be noted with an asterisk * and retained for credit hours and grade point calculations on the student's transcript. A student will receive credit for only that one course. However, both courses and grades will appear on the transcript. Parenthesis ( ) will indicate credit hours not calculated in the student's GPA. Students must check with their advisor to verify repetitions allowed. An "R" will be posted on the transcript.

Academic Clemency

A student may be given academic clemency for one semester, with a maximum of 21 hours of academic work. The courses for which the student is given academic clemency will remain on the transcript, but grades received in those courses will not be used to calculate the student's cumulative grade point average (GPA). No credits earned during the semester for which clemency is granted will count toward graduation requirements. Courses passed during that semester need not be repeated, but a sufficient number of additional credits must be earned to meet graduation requirements.

In order to seek academic clemency, the student must not have been enrolled at any higher education institution for three consecutive academic years and must make application in writing to the Vice Chancellor for Instruction. A student may be granted academic clemency ***only once***.

Academic Grievance Procedure: Appealing a Grade

PCCUA has a student Grievance Procedure for students with questions related to grading or other matters of an academic nature. The academic appeal process is described and forms are available at the following link: https://pccua.edu/student-academic-appeal-process/ and this information is also available in the Student Handbook.

Cancellation of Courses and/or Programs of Study

PCCUA reserves the right to cancel courses and/or programs of study which do not meet its established criteria relating to:

1. Availability of competent instructors,
2. Adequate facilities, and
3. Sufficient enrollment

Any program of study cancelled will have an action plan for completion of currently enrolled students.

Housing

No housing facilities are provided by PCCUA.

Rules, Regulations and/or Policy Changes

PCCUA reserves the right to change rules, regulations, and/or policies at any time.

Residency Requirements

A legal resident of Phillips or Arkansas County is defined as a person who has lived within the boundary of said county for the past six consecutive months. An out-of-district resident is defined as a person who has lived within Arkansas for the past six consecutive months, but outside Phillips or Arkansas County. Coahoma, Tunica, Quitman, Bolivar and DeSoto counties in Mississippi and Shelby County residents in Tennessee are classified as "out-of-district". A non-Arkansas resident is defined as a person who has not lived in Arkansas for the past six months consecutively. Members of the Armed Services and their dependents may qualify for in-state residency if they meet certain conditions listed in University of Arkansas System Board Policy 520.7. For more information, contact the Registrar, Demetric Johnson by email at djohnson@pccua.edu.

Refund Policy

Any student who drops a course or officially withdraws from PCCUA during a fall or spring semester shall be entitled to a refund of tuition and fees according to the schedule below:

Up to and including five class days..... 100%
From the sixth class day through the 10th class day....50%
The 11th class day and after ..... No Refund

Any student who drops a course or officially withdraws from PCCUA during a summer session shall be entitled to a refund of tuition and fees according to the schedule below:

Up to and including two class days 100%
The third through the fifth class days..... 50%
The sixth class day and after ..... No Refund

Students receiving disbursements of Title IV aid who later terminate their enrollment require institutional review to determine if there has been an overpayment of Student Financial Aid funds (SFA), and if repayment of any financial aid by the student is required. If repayment to any Title IV program is required, the following priority list will be used:

- Unsubsidized Federal Stafford Loan
- Subsidized Federal Stafford Loan
- Federal PLUS Loan
- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Other Federal Aid programs

The portion of a repayment allocated to a program may not exceed the amount a student received from that program.

When a student withdraws from the institution, a review will also be required to determine if a refund should be made to any financial aid programs and/or the student.

In allocating the Title IV and other components of a refund back to the various sources, the following priority list will be used:

- Unsubsidized Federal Stafford Loan
- Subsidized Federal Stafford Loan
- Federal PLUS Loan
- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Other Federal Aid programs
- Other state, private or institutional sources of aid
- The student

For examples of refund calculations, students may contact the accounts receivable clerk in the PCCUA Business Office.

Standard of Behavior

College students are considered to have reached the age of responsibility and discretion. Students must realize that the responsibility for success in college rests largely upon themselves. Their conduct, both in and out of college, is expected to be honorable and dignified. The College reserves the right to dismiss any student whose behavior, on or off the campus, is considered undesirable or harmful to the College.

Discipline Policy

PCCUA has a standard of conduct that will be enforced at all times. Unacceptable behaviors are identified in the **PCCUA Student Handbook and posted on the PCCUA Student Menu online.** In order to sustain an environment that promotes responsibility, cooperation, respect, and learning, any PCCUA employee is expected to correct inappropriate conduct anywhere on College property at any time.

Discipline

Respect for other students' right to learn and an instructor's right to teach, is imperative. Further, if a student's behavior is disruptive, an instructor has the right and obligation to make the student correct the behavior. An instructor can direct a student to leave the classroom. A student removed from the classroom may not return without meeting with the Vice Chancellor for Student Services or the campus Vice Chancellor for Arkansas County. In certain cases when a student has not been dismissed from the classroom, but the behavior is seriously offensive, the instructor may have to request that the Vice Chancellor for Student Services and Registrar or Campus Vice Chancellor for Arkansas County intervene. Any discipline problem which cannot be resolved, may result in the student being suspended (temporary dismissal) or even expelled (permanent dismissal) from the class or the College depending on the nature of the offense.

Behavioral Policy

Phillips Community College of the University of Arkansas values all members of the campus community and strives to provide a safe educational environment for student development. In order to sustain an environment that promotes responsibility, a specific standard of behavior, respect, and cooperation among community members, PCCUA will provide a route of communication, assessment, intervention, and monitoring of concerning behaviors exhibited by members of the campus community. Details for this policy are available online at the following link: https://www.pccua.edu/faculty-staff/student-discipline-policy-and-form.

Use of Electronic Communication

PCCUA has a Computer, Internet, email, and Other Electronic Communications Acceptable Use Policy. PCCUA provides access to computer equipment, programs, databases, and the Internet for informational and educational purposes. All users

of the College's computer resources are expected to use these resources appropriately. Details for this policy are available on-line at the following link: https://pccua.edu/acceptable-technology-use-policy/.

Tobacco Policy

Smoking and the use of tobacco products (including cigarette, cigars, pipes, smokeless tobacco, electronic cigarettes, and other tobacco products) by students, faculty, staff, and visitors are prohibited on college property.

Title IX

Title IX of the Education Amendments of 1972 ("Title IX") prohibits discrimination on the basis of sex in education programs and activities. Discrimination based upon sex can include sexual harassment or sexual violence, such as dating violence, domestic violence, sexual assault, or stalking. Title IX also prohibits gender-based harassment, which may include certain acts of verbal, nonverbal, or physical aggression, intimidation, or hostility based on sex or sex-stereotyping, even if those acts do not involve conduct of a sexual nature.

Any employee, student, or visitor who believes sexual discrimination has occurred should report the incident to one of the individuals listed:

Dr. Kimberley Johnson, Title IX Coordinator
Vice Chancellor for Student Services
PCCUA, Administration Building
1000 Campus Drive
Helena-West Helena, AR 72342
(870) 338-6474, ext. 1235

Kim Kirby, Deputy Coordinator
Vice Chancellor for Arkansas County
PCCUA-Stuttgart
2807 Hwy. 165 S., Box A
Stuttgart, AR 72160
(870) 673-4201, ext. 1813

Rhonda St. Columbia, Deputy Coordinator
Vice Chancellor for College Advancement and Resource Development
PCCUA-Helena
1000 Campus Drive
Helena-West Helena, AR 72342
(870) 338-6474, ext. 1130

The Title IX policy and procedures can be found at https://pccua.edu/title-ix/.

Cheating and Academic Dishonesty

Cheating in any form (including using unauthorized materials, information, or study aids in any academic exercise; plagiarism; falsification of records; unauthorized possession of examinations; any and all other actions that may improperly affect the evaluation of a student's academic performance or achievement; and assisting others in any such act) is forbidden. An instructor who has proof that a student is guilty of cheating may take appropriate action up to and including assigning the student a grade of "**F**" for the course and suspending the student from class. A description of the incident and the action taken will be reported through the Dean/Chair to the Vice Chancellor for Instruction and placed in the student's file in the Office of Admissions and Records. The student may appeal either the finding of cheating or the penalty, or both, as described in Administrative Procedure No. 404.06, Academic Appeal Procedure identified in the Student Handbook and posted at the following student menu link: https://pccua.edu/student-academic-appeal-process/.

College Drug and Alcohol Policy for Students

In accordance with the Drug-Free Schools and Campus Regulations, PCCUA prohibits the possession, sale, distribution, **and/or** use of illicit drugs or alcohol on campus or at college-sponsored activities off campus.

Violation(s) of this policy will result in appropriate discipline including warning, probation, suspension, or expulsion. Students are also subject to applicable legal sanctions, which may include fines and/or imprisonment, for use of illicit drugs or illegal use of alcohol. A criminal conviction under such laws shall not preclude the imposition of appropriate sanctions under applicable college policies and procedures that are consistent with such laws. Successful completion of an appropriate rehabilitation program may be grounds for readmission.

The College will implement requirements of the Drug-Free Schools and Campus Regulations to inform students of the health risks associated with the use of illicit drugs and the abuse of alcohol. The Vice Chancellor for Student Services and Registrar shall provide confidential referral to agencies in the community offering rehabilitation therapy and counseling for students suffering from drug or alcohol abuse.

Weapons on Campus

Weapons and/or handguns are not allowed on the premises of PCCUA, except under regulations outlined in Acts 562 and 859 as passed by the Arkansas General Assembly in 2017. Those Acts can be found at https://www.arkleg.state.ar.us/Acts/FTPDocument?path=%2FACTS%2F2017R%2FPublic%2F&file=562.pdf&ddBienniumSession=2017%2F2017R and https://www.arkleg.state.ar.us/Acts/FTPDocument?path=%2FACTS%2F2017R%2FPublic%2F&file=859.pdf&ddBienniumSession=2017%2F2017R. There are criminal penalties for violating Acts 562 and 859. In addition, violations could result in disciplinary action, up to and including dismissal from the College. For more information, contact the Vice Chancellor of Student Services and Registrar or campus Vice Chancellor for Arkansas County.

Graduation Requirements

"Student Right-to-Know"
Graduation Rates

Graduation Rates for 100%, 150%, and 200% of normal time – Cohort Year 2019
Graduation Rate – 100% of normal time 32%
Graduation Rate – 150% of normal time 46%
Graduation Rate – 200% of normal time 48%

Cohort Year 2018
4-year average Student Right-to-Know Completion or Graduation Rate - 48%
4-year average Student Right-to-Know Transfer-out Rate - 8%
(Refers to those who transfer without obtaining a degree)

For more info: https://pccua.edu/institutional-reports/.

General Graduation Requirements

PCCUA will award an associate degree or a technical certificate to students who satisfy all specified requirements. Students completing requirements in a college or university parallel program may be awarded the Associate of Arts Degree. Students completing a two-year program in occupational education may be awarded the Associate of Applied Science Degree. Students completing a one-year occupational program may be awarded a technical certificate. Students graduate in December and May. An annual commencement is held in May in Phillips and Arkansas Counties.

An associate degree or technical certificate will be awarded to students who satisfy the following requirements:

1. Complete a minimum of sixty (60) semester hours of approved credit toward the desired associates degree; complete a minimum of twenty-four (24) semester hours of approved credit toward the desired technical certificate. Associate of Arts degree candidates are required to participate in the general education outcomes assessment before graduation.

   At least thirty (30) credit hours or the last fifteen (15) hours toward an AA or an AAS degree must be earned from PCCUA. At least half of the credit hours toward a technical certificate must be earned from PCCUA.

2. Earn a grade point average of 2.0 or above on all college-level work completed. Exceptions are Nursing and MLT programs.
3. File an application for graduation with an advisor.
4. Fulfill financial obligations to the College.

Honor Graduates

A student completing all graduation course requirements whose cumulative grade-point average for all college course work is a 3.5 or higher is recognized as a PCCUA Honor Graduate. This recognition is documented on the student transcript. In addition, this recognition is acknowledged during the Honor Graduate reception and commencement.

Apply for Graduation

by November 17th for December

by March 15th for May

Contact an advisor for degree audits

Privacy of Information

PCCUA abides by the Family Educational Rights and Privacy Act of 1974 as amended, and the U.S. Department of Education's regulations implementing this act. Student records are treated as confidential information available only for the student's personal inspection and upon the student's personally authorized release, with very limited lawful exceptions. For example, PCCUA discloses student educational records to the National Student Clearinghouse (NSC) under the "school official" exception, in that the NSC has a legitimate educational interest.

"Directory Information" such as the student's name, participation in officially recognized activities and sports, address, telephone listing, weight and height of members of athletic teams, electronic mail address, degrees, honors, and awards received, date and place of birth, major field of study, dates of attendance, grade level, the most recent educational agency or institution attended, and course credit load may be released unless a student notifies the Registrar that this information is to remain confidential. Requests for information will be evaluated by the Vice Chancellor for Student Services and Registrar or designee. The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights include:

- Inspection and review of their educational records;
- Request an amendment to records that are believed to be inaccurate;
- Require the school to obtain written consent prior to disclosure of personally identifiable information, except those items noted herein;
- File a complaint with the U.S. Department of Education concerning alleged failures by the college to comply with FERPA.
- Educational information: refers to any record maintained by an educational institution, including files, documents, and materials of any type which contain information directly related to students, and which allows a student to be identified. What is not included in Educational Information is sole possession records or private notes held by educational personnel which are not accessible or released to other personnel;
- Law enforcement or campus security records which are solely for the law enforcement purposes;
- Records related to individuals who are employed by the institution;
- Records related to treatment provided by a physician, psychiatrist, psychologist, or other recognized professionals;
- Records of an institution which contain only information about an individual obtained after that person is no longer a student at the institution (i.e., alumni records).

Students who are protected under FERPA are those students who are currently enrolled or formerly enrolled, regardless of their age. Students who have applied but have not attended an institution, and deceased students do not come under FERPA. Information about college policy, rights of students under the Act, and procedure for handling alleged violations of the Act and/or regulations may be obtained from the Registrar at (870) 338-6474, ext. 1235.

Parents' Rights Under FERPA

Under 20 USC 1232g(d) Parents lose their FERPA rights when a child turns 18 or starts attending or taking classes in college or any post-secondary institution, whichever happens first. However, parents of a *financially dependent student* defined by the IRS may obtain their child's records, but must submit proof of the student's dependency via the most recent tax form prior to receiving the requested information. As far as FERPA is concerned, a student's spouse is an "unrelated third party" and therefore, has no rights under FERPA. While there is an exception that allows a college to disclose educational information to parents of a financially dependent student in the absence of consent, there is no such exception for a spouse, even if the spouse is supporting the student.

Maintenance of Academic Records

Academic files contain records of attendance and all graded course materials. Faculty maintain an academic file for each student enrolled in a course. The file is housed in the appropriate faculty member's office, until the student's final grade is submitted at the end of the semester. Grades may be kept in a grade book filled out in ink or kept in an electronic grade book. Grade books are retained for a period of three (3) years.

PROGRAMS OF STUDY

COLLEGE DIVISIONS

Allied Health

Applied Technology

Arts & Sciences

Business & Information Systems

OTHER EDUCATION DEPARTMENTS

Secondary Area Career & Technical Center

Adult Education

Developmental Education

The Developmental Education program helps students gain needed skills to pursue their college and career goals. The program serves those who are not ready for college level courses or need to improve basic academic skills. Students who are enrolled in any degree, diploma, or certificate program and score below established cut scores on the College's placement tests are generally required to enroll in the appropriate developmental course before enrolling in on-level English, math, or other college courses. It is extremely important that students meet with an advisor prior to registering. There are some on-level courses in which developmental students may enroll with advisor approval. Students whose placement test results indicate a need for developmental education should meet frequently with their advisor. PCCUA has an integrated developmental education program. All developmental reading and writing courses are offered within the English Department, and all developmental math courses are offered within the math department. Developmental Education administration resides within the Division of Arts & Sciences.

Academic Skills Placement

Students enrolling at PCCUA are required to provide placement scores before enrolling. PCCUA accepts ACT, NG ACCUPLACER, and COMPASS scores for English, Reading, and Mathematics placement. Students scoring less than 19 in any of those subtests of the ACT are required to take the NG ACCUPLACER test before they can register for courses. PCCUA administers the NG ACCUPLACER test at no charge to the student. Students not scoring 19 or above on the ACT (or other test score equivalent) must enroll in the appropriate sequential developmental math, reading, and English courses during their first semester in college and each subsequent semester until the requirements are successfully completed. The Placement Score chart provides the scores needed for placement in academic skills courses and college gateway coursework.

Placement Scores in English, Reading, and Mathematics

PLACEMENT	NG ACCUPLACER	ACT
EH 1013 (Basic Writing I) and **EH 1011** (Basic Writing I Lab)	225 or below on Writing	13 or below on English
EH 1023 (Basic Writing II) and **EH 1021** (Basic Writing II Lab)	226-250 on Writing	14-18 on English
EH 113 (Composition I)	251 or above on Writing	19 on English
MS 1002 (Remediation for MS 1023)	227 or below	14 or below
MS 1023 (Elementary Algebra)	228-236 on QAS	15-16 on Math
MS 1121 (Remediation for MS 123)	237-238	17-18 on Math
MS 123 (College Algebra)	249 or above on QAS	19 ACT
MS 143 (Technical Math)	237 or above on QAS	16 or above on Math
DS 103 (Introduction to College Reading Skills) and **DS 1031** (Reading Lab I)	231 or below on Reading	13 or below on Reading
DS 123 (College Reading Strategies) and **DS 1231** (Reading Lab II)	232-250 on Reading	14-18 on Reading
Exemption from Reading	251 or above on Reading	19 on Reading
EH-1023 & EH-113 COMBO Helena Only	226-250 on Writing AND Completion of DS 123 or exempt from Reading	14-18 on English AND completion of DS 123 or exempt from Reading

English Strong Start to Finish Pilot on the Helena Campus Only

All students needing English remediation for Basic Writing I take EH 1013 with EH 1011. If a student places into what was EH 1023 with EH 1021, that student now takes EH 1131, a lab, with EH 113, Comp I.

1. Students with an ACT 14-18 who score between 226-250 on the NG ACCUPLACER must enroll in the following corequisite course when they enroll in EH 1131 which is linked ot EH 113. The student should be enrolled in the lab first. EH 113 and lab EH 1131 and the corequisite SS II, SS 111.
2. Students with ACT 13 or below; or a 225 or lower on the NG ACCUPLACER must enroll in the following courses: EH 1013 and EH 1011 and Student Success I, SS 101.

Math Placement

All students needing math remediation take MS 1023:

1. Students with ACT 14 or below, or 227 or below on the NG ACCUPLACER must enroll in the following corequisite course: MS 1023 and lab MS 1002
2. Students with ACT 15-16, or a 228-236 on the NG ACCUPLACER must enroll in the following course: MS 1023 NO LAB
3. Students with 17-18 or above, 237-248 on the NG ACCUPLACER QAS or complete MS 1023 may enroll in either of the following courses:
   - Tech Math, MS 143
   - College Algebra MS 123 and MS 1121
   - Quantitative Reasoning/Literacy, MS 193 and the Lab-MS 1191
4. Students with ACT 19 or above, or a 249 or above on the NG ACCUPLACER QAS may enroll in either of the following courses:
   - Tech Math, MS 143
   - College Algebra MS 123
   - Quantitative Reasoning/Literacy, MS 193

Note: Strong Start to Finish is a statewide initiative designed to increase speed and success of remediation for students.

Secondary Area Career & Technical Center

Secondary Area Career & Technical Centers exist on all three campuses. These centers provide courses to high school students in vocational and technical programs. Each campus has specific vocational programs available.

DeWitt Campus	Helena-West Helena Campus	Stuttgart Campus
Ag Business	Adv. Manufacturing	Adv. Manufacturing
Adv. Manufacturing	Computer Engineering	Criminal Justice
Criminal Justice	Criminal Justice	Medical Professions Ed.
Medical Professions Ed.	Medical Professions Ed.	Welding
Welding		

Adult Education

Adult Education is available to residents of Phillips and Lee Counties. Students may receive Adult Basic Education (ABE), General Adult Education (GAE), and Integrated Education and Training (IET) which provides preparation for the GED test.

Minimum Requirements
Associate of Arts Degree, Associate of Science Degree, and Associate of Applied Science Degree

	A.A.	A.S.	A.A.S.
GROUP I: English and Fine Arts			
EH 113, 123, (ENGL 1013/1023) Composition I & II	6	6	6-9
World Literature I or II	3		
Fine Arts, Literature, Music Appreciation, Philosophy	6	3	
Speech	3	3	
GROUP II: Social Science			
HY 163, or 173, (HIST 1113/1123) World Civilizations I or II	3	3	
HY 213 or 223, (HIST 2113/2123) U.S. History	3	3	
Electives: Economics, Geography, History, Political Science, Psychology, Sociology	9	3	3
GROUP III: Natural Science and Mathematics			
Biological Science: General Biology Zoology, Botany	4	8	
Physical Science: Physics, Chemistry, Physical Science	4	8	
Mathematics: *College Algebra, **Technical Math Trigonometry, Geometry, Calculus and Quantitative Reasoning	*3	9	**3
GROUP IV: Physical Education			
Physical Education Courses	1	1	
GROUP V: Computer Technology			
Computer Technology Courses	3	3	3
Total Minimum Semester Hours	48	50	15-18
Required by Course or Area			39-32
Approved Electives	12	10	6-10
Total Minimum Semester Hours for Graduation	**60**	**60**	***60

* College Algebra or a higher math course is required for the A.A. Degree.
** Technical Math or equivalent to College Algebra accepted for specific AAS.
***Note: AAS degree minimum requirements do not reflect a total of 60 credits in the Minimum Requirements Table. The type of AAS degree determines the general education course requirements within that degree plan. In keeping with Arkansas requirements, all AAS degrees are 60 credit hours except the ADN and MLT programs which are approved for more than 60 credit hours.

Arkansas Statewide Transfer

The Arkansas Course Transfer System (ACTS) contains information about the transferability of courses within Arkansas public colleges and universities. Students are guaranteed transfer of applicable credits and equitable treatment in application of credits for admissions and degree requirements. Course transferability is not guaranteed for courses listed in ACTS as "No Comparable Course." Additionally, courses with a "D" frequently do not transfer and institutional policies may vary. ACTS may be accessed on the internet by going to the ADHE Website and selecting Arkansas Course Transfer (https://app.powerbi.com/view?r=eyJrIjoiNmZlYWQ4NmItMmVjMi00YWQwLWI2ODEtMmE3MTVkNzA5YThkIiwidCI6ImNjNTc3MTQ3LWE1NTQtNDgzYS04Njg3LThlZmFlNjk4ZmQ0NCJ9&pageName=ReportSection).

PCCUA	ACTS	COURSE NAME
BAN 113	BUSI 1013	Introduction to Business
BAN 213	ACCT 2003	Principles of Accounting I
BAN 223	ACCT 2013	Principles of Accounting II
BAN 233	BLAW 2003	Business Law
BAN 263	BUSI 2013	Business Communications
BH 123	SOCI 2013	Theories and Treatment of Social Problems
BMGT 283	BUSI 2103	Business Statistics
BY 114	BIOL 1014	General Biology I
BY 124	BIOL 1024	Botany for Non-Majors
BY 134	BIOL 1054	General Zoology
BY 144	BIOL 1034	General Botany
BY 154	BIOL 2404	Anatomy and Physiology I
BY 164	BIOL 2414	Anatomy and Physiology II
BY 224	BIOL 2004	Microbiology and Lab
CJI 113	CRJU 1023	Introduction to Criminal Justice
CT 113	CPSI 1003	Computer Information Systems
CY 104	CHEM 1214	Introductory Chemistry
CY 114	CHEM 1414	General Chemistry I
CY 124	CHEM 1424	General Chemistry II
CY 134	CHEM 1004	Chemistry for Gen Ed Non Majors
CY 204	CHEM 1224	Basic Organic Chemistry
EH 113	ENGL 1013	Composition I
EH 123	ENGL 1023	Composition II
EH 233	ENGL 2113	World Literature I
EH 243	ENGL 2123	World Literature II
EH 263	ENGL 2663	African-American Literature
EH 273	ENGL 2023	Technical Writing
EH 283	ENGL 2013	Introduction to Creative Writing
ES 213	ECON 2103	Principles of Macroeconomics
ES 223	ECON 2203	Principles of Microeconomics
FA 213	ARTA 1003	Fine Arts
GEOG 213	GEOG 1103	Introductory Geography
HY 163	HIST 1113	World Civilizations I
HY 173	HIST 1123	World Civilizations II
HY 213	HIST 2113	United States History to 1877
HY 223	HIST 2123	United States History since 1877
MS 123	MATH 1103	College Algebra
MS 133	MATH 1203	Trigonometry
MS 135	MATH 1305	Pre-Calculus
MS 183	MATH 1003	College Mathematics
MS 193	MATH 1113	Quantitative Reasoning
MS 215	MATH 2405	Calculus I
MS 223	MATH 2203	Survey of Calculus
MS 225	MATH 2505	Calculus II
MS 233	MATH 2603	Calculus III
MS 253	MATH 2103	Math Statistics
MSC 223	MUSC 1003	Music Appreciation
OT 133	BUSI 1103	Keyboarding/Document Processing

CONTINUATION OF ACTS COURSE NUMBERS

PE 223	HEAL 1003	Health & Safety
PHIL 153	PHIL 1103	Introduction to Philosophy
PLS 213	PLSC 2003	American Federal Government
PLS 223	PLSC 2103	State and Local Government
PS 114	PHSC 1004	Physical Science
PS 144	PHSC 1204	Introduction to Astronomy
PS 215	PHYS 2014	General Physics I
PS 225	PHYS 2024	General Physics II
PS 235	PHYS 2034	Technical Physics I
PS 245	PHYS 2044	Technical Physics II
PSY 213	PSYC 1103	General Psychology
PSY 223	PSYC 2103	Human Growth & Development
SH 113	SPAN 1013	Beginning Spanish
SH 123	SPAN 1023	Beginning Spanish II
SH 213	SPAN 2013	Intermediate Spanish
SH 223	SPAN 2023	Intermediate Spanish II
SP 123	DRAM 1003	Introduction to Theatre
SP 243	SPCH 1003	Fundamentals of Speech
SY 213	SOCI 1013	Fundamentals of Sociology

ACTS course numbers are identified in the Catalog by (ACTS #).

NOTE: Fall 2024 <u>all</u> course numbers at PCCUA will change. Once course numbers are finalized through Workday Project One, these will be posted on the PCCUA website.

Associate of Arts (AA) Degree

The transfer program offers one Associate of Arts degree. Although there is only one degree, there are multiple disciplines within this degree. The Program of Study course schedules have been developed so that students enroll in the appropriate courses within a discipline (called majors) fully prepared for transfer to a college or university.

ASSOCIATE OF ARTS PREPARATION FOR SPECIFIC MAJORS

General Education

Business Administration

Early Childhood Education

Education

English, Speech, Drama

Forestry/Wildlife Management

Law & Social Science

Physical Education

Political Science/Public Administration

Associate of Arts in Teaching

The Associate of Arts in Teaching (AAT) is designed for students interested in transferring to a college or university to complete a baccalaureate degree in education. This degree transfers to most four year institutions in Arkansas; however, completing the AAT does not guarantee admission to specific teacher education programs. Students should contact the institution to which they plan to transfer for admission requirements at that institution. Students completing the AAT have acquired the course work, core knowledge, and field experiences needed for transfer or to work in the teaching or teaching related fields. Students enrolled in the AAT must earn a grade of "C" or better in English Composition I, English Composition II, and Quantitative Reasoning OR College Algebra.

Certificate in General Studies

The PCCUA Certificate in General Studies (CGS) provides official documentation for completion of thirty-one (31) college credit hours in specific general education courses. It serves as an entry pathway for movement toward the Associate of Arts Degree.

Associate of Arts: General Education (GENED.AA D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	English / Fine Arts – 18 Hours	Sem	Grade	Group III (ACTS)	Sciences / Math – 11 Hours	Sem	Grade
	12 hours from the following				**4 hours from the following**		
EH 113 (ENGL 1013)	Composition I			BY 114 (BIOL 1014)	General Biology		
EH 123 (ENGL 1023)	Composition II			BY 124 (BIOL 1024)	Botany for Non-Majors		
EH 233 (ENGL 2113) OR EH 243 (ENGL 2123)	World Literature I OR World Literature II			BY 134 (BIOL 1054)	General Zoology		
SP 243 (SPCH 1003)	Fund of Speech			BY 144 (BIOL 1034)	General Botany		
	6 hours from the following	**Sem**	**Grade**	BY 154 (BIOL 2404)	Anatomy/Physiology I		
EH 233 (ENGL 2113) OR EH 243 (ENGL 2123)	World Literature I OR World Literature II			BY 164 (BIOL 2414)	Anatomy/Physiology II		
EH 263 (ENGL 2663)	African-American Lit				**4 hours from the following**	**Sem**	**Grade**
FA 213 (ART 1003)	Fine Arts			CY 114 (CHEM 1414)	General Chemistry I		
MSC 223 (MUSC 1003)	Music Appreciation			CY 124 (CHEM 1424)	General Chemistry II		
PHIL 153 (PHIL 1103)	Intro to Philosophy			PS 114 (PHSC 1004)	Physical Science I		
SP 123 (DRAM 1003)	Intro to Theatre			PS 144 (PHSC 1204)	Intro to Astronomy		
	Foreign Language Elective			PS 215 (PHYS 2014)	General Physics I		
Group II (ACTS)	**Social Science – 15 Hours**	**Sem**	**Grade**	PS 225 (PHYS 2024)	General Physics II		
	3 Hours from the following				**3 hours from the following**	**Sem**	**Grade**
HY 163 (HIST 1113) OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II			MS 123 (MATH 1103)	College Algebra		
	3 Hours from the following	**Sem**	**Grade**	MS 133 (MATH 1203)	Trigonometry		
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I or U.S. History II			MS 193 (MATH 1113)	Quantitative Reasoning		
	9 Hours from the following	**Sem**	**Grade**	MS 215 (MATH 2405)	Calculus I		
ES 213 (ECON 2103) OR ES 223 (ECON 2203)	Macroeconomics OR Microeconomics			MS 225 (MATH 2505)	Calculus II		
GEOG 213 (GEOG 1103)	Intro to Geography			MS 233 (MATH 2603)	Calculus III		
HY 163 (HIST 1113) OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II			**Group IV (ACTS)**	**Physical Education – 1 Hour**	**Sem**	**Grade**
HY 153	Arkansas History			PEAC	Any Selected PEAC Course		
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			PE 223 (HEAL 1003)	Health & Safety		
PLS 213 (PLSC 2003)	Amer. Federal Government			**Group V (ACTS)**	**Computer Technology – 3 Hours**	**Sem**	**Grade**
PLS 223 (PLSC 2103)	State & Local Government			CT 113 (CPSI 1003)	Computer Information Systems		
PSY 213 (PSYC 1103)	General Psychology			CT 213	Microcomputer Business Apps		
PSY 223 (PSYC 2103)	Human Growth & Development			**Electives**	**Approved Electives – 12 Hours**	**Sem**	**Grade**
SY 213 (SOCI 1013)	Fund of Sociology			Electives from any of the above Groups to total 60 hours			

Program/Graduation Requirements		
Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		Vice Chancellor/Dean/Chair (Signature)	

(ACTS#)

Associate of Arts: Business Administration (BUSAD.AA D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	English / Fine Arts – 18 Hours	Sem	Grade	Group III (ACTS)	Sciences / Math – Continued	Sem	Grade
	12 hours from the following				**4 hours from the following**		
EH 113 (ENGL 1013)	Composition I			CY 114 (CHEM 1414)	General Chemistry I		
EH 123 (ENGL 1023)	Composition II			CY 124 (CHEM 1424)	General Chemistry II		
SP 243 (SPCH 1003)	Fund of Speech			PS 114 (PHSC 1004)	Physical Science I		
EH 233 (ENGL 2113) or EH 243 (ENGL 2123)	World Literature I or World Literature II			PS 144 (PHSC 1204)	Intro to Astronomy		
	6 hours from the following:			PS 215 (PHYS 2014)	General Physics I		
EH 233 (ENGL 2113) or EH 243 (ENGL 2123)	World Literature I or World Literature II			PS 225 (PHYS 2024)	General Physics II		
EH 263 (ENGL 2663)	African-American Lit				**3 hours from the following**		
FA 213 (ART 1003)	Fine Arts			MS 123 (MATH 1103)	College Algebra		
MSC 223 (MUSC 1003)	Music Appreciation			MS 133 (MATH 1203)	Trigonometry		
SP 123 (DRAM 1003)	Intro to Theatre			MS 193 (MATH 1113)	Quantitative Reasoning		
PHIL 153 (PHIL 1103)	Intro to Philosophy			MS 215 (MATH 2405)	Calculus I		
	Foreign Language Elective			MS 225 (MATH 2505)	Calculus II		
Group II (ACTS)	**Social Science – 9 Hours**	**Sem**	**Grade**	MS 233 (MATH 2603)	Calculus III		
	3 hours from the following			MS 223 (MATH 2203)	Survey of Calculus		
HY 163 (HIST 1113) or HY 173 (HIST 1123)	World Civilizations I or World Civilizations II			**Group IV (ACTS)**	**Physical Education – 1 Hour**	**Sem**	**Grade**
	3 hours from the following			PEAC			
HY 213 (HIST 2113) or HY 223 (HIST 2123)	U.S. History I or U.S. History II			**Group V (ACTS)**	**Computer Tech. – 3 Hours**	**Sem**	**Grade**
	3 Hours from the following			CT 113 (CPSI 1003)	Computer Info. Systems		
PSY 213 (PSYC 1103)	General Psychology			**Group VI (ACTS)**	**Required Courses – 18 Hours**	**Sem**	**Grade**
SY 213 (SOCI 1013)	Fund of Sociology			BAN 213 (ACCT 2003)	Principles of Accounting I		
ES 223 (ECON 2203)	Microeconomics			BAN 223 (ACCT 2013)	Principles of Accounting II		
Group III (ACTS)	**Sciences / Math – 11 Hours**	**Sem**	**Grade**	BAN 233 (BLAW 2003)	Legal Environ. of Business		
	4 hours from the following			BAN 263 (BUSI 2013)	Business Communication		
BY 114 (BIOL 1014)	General Biology			BMGT 283 (BUSI 2103)	Business Statistics		
BY 124 (BIOL 1024)	Botany for Non-Majors			ES 213 (ECON 2103)	Macroeconomics		
BY 134 (BIOL 1054)	General Zoology						
BY 144 (BIOL 1034)	General Botany						
BY 154 (BIOL 2404)	Anatomy/Physiology I						
BY 164 (BIOL 2414)	Anatomy/Physiology II						

Program/Graduation Requirements		
Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		Vice Chancellor/Dean/Chair (Signature)	

(ACTS#)

Associate of Arts: Early Childhood Education (ECED.AA D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	English / Fine Arts – 18 Hours	Sem	Grade	Group III (ACTS)	Sciences / Math (continued)	Sem	Grade
	12 hours from the following				**4 hours from the following**		
EH 113 (ENGL 1013)	Composition I			CY 114 (CHEM 1414)	General Chemistry I		
EH 123 (ENGL 1023)	Composition II			CY 124 (CHEM 1424)	General Chemistry II		
EH 233 (ENGL 2113) OR EH 243 (ENGL 2123)	World Literature I OR World Literature II			PS 114 (PHSC 1004)	Physical Science I		
SP 243 (SPCH 1003)	Fund of Speech			PS 114 (PHSC 1204)	Intro to Astronomy		
	6 hours from the following:	**Sem**	**Grade**	PS 215 (PHYS 2014)	General Physics I		
EH 233 (ENGL 2113) OR EH 243 (ENGL 2123)	World Literature I OR World Literature II			PS 225 (PHYS 2024)	General Physics II		
FA 213 (ART 1003)	Fine Arts				**3 hours from the following**	**Sem**	**Grade**
MSC 223 (MUSC 1003)	Music Appreciation			MS 123 (MATH 1103)	College Algebra		
PHIL 153 (PHIL 1103)	Intro to Philosophy			MS 133 (MATH 1203)	Trigonometry		
	Foreign Language Elective			MS 193 (MATH 1113)	Quantitative Reasoning		
Group II (ACTS)	**Social Science – 18 Hours**	**Sem**	**Grade**	MS 215 (MATH 2405)	Calculus I		
	3 Hours from the following			MS 225 (MATH 2505)	Calculus II		
HY 163 (HIST 1213) OR HY 173 (HIST 1223)	World Civilizations I OR World Civilizations II			MS 233 (MATH 2603)	Calculus III		
	3 Hours from the following	**Sem**	**Grade**	**Group IV (ACTS)**	**Physical Education – 1 Hour**	**Sem**	**Grade**
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			PEAC	Any Selected PEAC Course		
	12 Hours from the following	**Sem**	**Grade**	PE 223 (HEAL 1003)	Health & Safety		
GEOG 213 (GEOG 1103) OR SY 213 (SOCI 1013)	Intro to Geography OR Fundamentals of Sociology			**Group V (ACTS)**	**Computer Technology – 3 Hours**	**Sem**	**Grade**
HY 153	Arkansas History			CT 113 (CPSI 1003)	Computer Information Systems		
PLS 213 (PLSC 2003)	Amer. Federal Government			**Group VI (ACTS)**	**Education Core Course – 9 Hours from the following**	**Sem**	**Grade**
PSY 213 (PSYC 1103)	General Psychology			EN 113	Intro to Education		
Group III (ACTS)	**Sciences / Math – 11 Hours**	**Sem**	**Grade**	ECD 1103	Child Development		
	4 hours from the following			MS 2213	Math Structures I		
BY 114 (BIOL 1014)	General Biology			MS 2223	Math Structures II		
BY 124 (BIOL 1024)	Botany for Non-Majors				**MAY ALSO INCLUDE**	**Sem**	**Grade**
BY 134 (BIOL 1054)	General Zoology			MS 163	Finite Math		
BY 144 (BIOL 1034)	General Botany						
BY 154 (BIOL 2404)	Anatomy/Physiology I						
BY 164 (BIOL 2414)	Anatomy/Physiology II						

Program/Graduation Requirements		
Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS#)

Associate of Arts: Education (EDU.AA D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	English / Fine Arts – 18 Hours	Sem	Grade	Group III (ACTS)	Sciences / Math (continued)	Sem	Grade
	12 hours from the following				**4 hours from the following**		
EH 113 (ENGL 1013)	Composition I			CY 114 (CHEM 1414)	General Chemistry I		
EH 123 (ENGL 1023)	Composition II			CY 124 (CHEM 1424)	General Chemistry II		
EH 233 (ENGL 2113) OR EH 243 (ENGL 2123)	World Literature I OR World Literature II			PS 144 (PHSC 1204)	Intro to Astronomy		
SP 243 (SPCH 1003)	Fund of Speech			PS 114 (PHSC 1004)	Physical Science I		
	6 hours from the following:	**Sem**	**Grade**	PS 215 (PHYS 2014)	General Physics I		
EH 233 (ENGL 2113) OR EH 243 (ENGL 2123)	World Literature I OR World Literature II			PS 225 (PHYS 2024)	General Physics II		
EH 263 (ENGL 2663)	African American Literature				**3 hours from the following**	**Sem**	**Grade**
FA 213 (ARTA 1003)	Fine Arts			MS 123 (MATH 1103)	College Algebra		
MSC 223 (MUSC 1003)	Music Appreciation			MS 133 (MATH 1203)	Trigonometry		
PHIL 153 (PHIL 1103)	Intro to Philosophy			MS 193 (MATH 1113)	Quantitative Reasoning		
SH 213 (SPAN 2013) OR SH 223 (SPAN 2023)	Intermediate Spanish I OR Intermediate Spanish II			MS 215 (MATH 2405)	Calculus I		
Group II (ACTS)	**Social Science – 18 Hours**	**Sem**	**Grade**	MS 225 (MATH 2505)	Calculus II		
	3 Hours from the following			MS 233 (MATH 2603)	Calculus III		
HY 163 (HIST 1113) OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II			**Group IV (ACTS)**	**Physical Education – 1 Hour**	**Sem**	**Grade**
	3 Hours from the following	**Sem**	**Grade**	PEAC	Any Selected PEAC Course		
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			PE 223 (HEAL 1003)	Health & Safety		
	12 Hours from the following	**Sem**	**Grade**	**Group V (ACTS)**	**Computer Technology – 3 Hours**	**Sem**	**Grade**
ES 213 (ECON 2103) OR ES 223 (ECON 2203)	Macroeconomics OR Microeconomics			EN 213 OR CT 113 (CPSI 1003)	Computers in Education OR Computer Information Systems		
GEOG 213 (GEOG 1103)	Intro to Geography			**Group VI (ACTS)**	**Education Core Course – 6 Hours**	**Sem**	**Grade**
HY 163 (HIST 1113) OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II			EN 113	Intro to Education		
HY 153	Arkansas History				**3 Hours from the following**	**Sem**	**Grade**
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			ECD 1103	Child Development		
PLS 213 (PLSC 2003)	Amer. Federal Government			MS 2213	Math Structures I		
PSY 213 (PSYC 1103)	General Psychology			MS 2223	Math Structures II		
SY 213 (SOCI 1013)	Fundamentals of Sociology			**Electives**	**Approved Electives – 3 Hours**	**Sem**	**Grade**
Group III (ACTS)	**Sciences and Math – 11 Hours**	**Sem**	**Grade**	Electives from any of the above Groups to total 60 hours			
	4 hours from the following				**May also include:**		
BY 114 (BIOL 1014)	General Biology			MS 163	Finite Math		
BY 124 (BIOL 1024)	Botany for Non-Majors						
BY 134 (BIOL 1054)	General Zoology						
BY 144 (BIOL 1034)	General Botany						
BY 154 (BIOL 2404)	Anatomy/Physiology I						
BY 164 (BIOL 2414)	Anatomy/Physiology II						

Program/Graduation Requirements		
Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		Vice Chancellor/Dean/Chair (Signature)	

(ACTS#)

Associate of Arts: English, Speech, Drama (ENGL.AA, Speech.AA, Drama.AA D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	English / Fine Arts – 18 Hours	Sem	Grade	Group III (ACTS)	Sciences / Math – 11 Hours	Sem	Grade
	12 hours from the following				**4 hours from the following**		
EH 113 (ENGL 1013)	Composition I			BY 114 (BIOL 1014)	General Biology		
EH 123 (ENGL 1023)	Composition II			BY 124 (BIOL 1024)	Botany for Non-Majors		
EH 233 (ENGL 2113) OR EH 243 (ENGL 2123)	World Literature I OR World Literature II			BY 134 (BIOL 1054)	General Zoology		
SP 243 (SPCH 1003)	Fund of Speech			BY 144 (BIOL 1034)	General Botany		
	6 hours from the following:	**Sem**	**Grade**	BY 154 (BIOL 2404)	Anatomy/Physiology I		
EH 233 (ENGL 2113) OR EH 243 (ENGL 2123)	World Literature I OR World Literature II			BY 164 (BIOL 2414)	Anatomy/Physiology II		
EH 263 (ENGL 2663)	African American Literature				**4 Hours from the following**	**Sem**	**Grade**
EH 273 (ENGL 2023)	Technical Writing			CY 114 (CHEM 1414)	General Chemistry I		
EH 283 (ENGL 2013)	Creative Writing			CY 124 (CHEM 1424)	General Chemistry II		
FA 213 (ARTA 1003)	Fine Arts			PS 114 (PHSC 1004)	Physical Science I		
MSC 223 (MUSC 1003)	Music Appreciation			PS 144 (PHSC 1204)	Intro to Astronomy		
PHIL 153 (PHIL 1103)	Intro to Philosophy			PS 215 (PHYS 2014)	General Physics I		
SH 213 (SPAN 2013) OR SH 223 (SPAN 2023)	Intermediate Spanish I OR Intermediate Spanish II			PS 225 (PHYS 2024)	General Physics II		
SP 123 (DRAM 1003)	Intro to Theatre				**3 hours from the following**	**Sem**	**Grade**
Group II (ACTS)	**Social Science – 18 Hours**	**Sem**	**Grade**	MS 123 (MATH 1103)	College Algebra		
	3 Hours from the following			MS 133 (MATH 1203)	Trigonometry		
HY 163 (HIST 1113) OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II			MS 193 (MATH 1113)	Quantitative Reasoning		
	3 Hours from the following	**Sem**	**Grade**	MS 215 (MATH 2405)	Calculus I		
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			MS 225 (MATH 2505)	Calculus II		
	12 Hours from the following	**Sem**	**Grade**	MS 233 (MATH 2603)	Calculus III		
ES 213 (ECON 2103) OR ES 223 (ECON 2203)	Macroeconomics OR Microeconomics			**Group IV (ACTS)**	**Physical Education – 1 Hour**	**Sem**	**Grade**
GEOG 213 (GEOG 1103)	Intro to Geography			PEAC	Any Selected PEAC Course		
HY 163 (HIST 1113) OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II			PE 223 (HEAL 1003)	Health & Safety		
HY 153	Arkansas History			**Group V (ACTS)**	**Computer Technology – 3 Hours**	**Sem**	**Grade**
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			CT 113 (CPSI 1003)	Computer Information Systems		
PLS 213 (PLSC 2003)	Amer. Federal Government			CT 213	Microcomputer Business Apps		
PLS 223 (PLSC 2103)	State & Local Government			**Electives**	**Approved Electives – 9 Hours**	**Sem**	**Grade**
PSY 213 (PSYC 1103)	General Psychology			Electives from any of the above Groups (**Group I preferably**) to total 60 hours			
PSY 223 (PSYC 2103)	Human Growth & Development						
SY 213 (SOCI 1013)	Fundamentals of Sociology						

Program/Graduation Requirements		
Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS#)

Associate of Arts: Forestry/Wildlife Management (FORES.AA D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I PCCUA (ACTS)	English / Fine Arts – 18 Hours	Sem	Grade	Group III PCCUA (ACTS)	Sciences / Math – Continued	Sem	Grade
	15 Hours from the following				**3 Hours from the following**		
EH 113 (ENGL 1013)	Composition I			MS 123 (MATH 1103)	College Algebra		
EH 123 (ENGL 1023)	Composition II			MS 133 (MATH 1203)	Trigonometry		
EH 233 (ENGL 2113) OR EH 243 (ENGL 2123)	World Literature I OR World Literature II			MS 193 (MATH 1113)	Quantitative Reasoning		
SP 243 (SPCH 1003)	Fund of Speech			MS 215 (MATH 2405)	Calculus I		
EH 273 (ENGL 2023)	Technical Writing			MS 225 (MATH 2505)	Calculus II		
	3 Hours from the following:	**Sem**	**Grade**	MS 233 (MATH 2603)	Calculus III		
FA 213 (ARTA 1003)	Fine Arts I			**Group IV PCCUA (ACTS)**	**Physical Education – 1 Hour**	**Sem**	**Grade**
MSC 223 (MUSC 1003)	Music Appreciation			PEAC	Any Selected PEAC Course		
Group II PCCUA (ACTS)	**Social Science – 15 Hours**	**Sem**	**Grade**	PE 223 (HEAL 1003)	Health & Safety		
	3 Hours from the following			**Group V PCCUA (ACTS)**	**Computer Technology – 3 Hours**	**Sem**	**Grade**
HY 163 (HIST 1113) OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II			CT 113 (CPSI 1003)	Computer Information Systems		
	3 Hours from the following	**Sem**	**Grade**	CT 213	Microcomputer Business Apps		
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			**Electives PCCUA (ACTS)**	**Approved Electives – 12 Hours**	**Sem**	**Grade**
	6 Hours from the following	**Sem**	**Grade**	BY 124 (BIOL 1024)	Botany for Non-Majors		
ES 213 (ECON 2103) OR ES 223 (ECON 2203)	Macroeconomics OR Microeconomics			CY 124 (CHEM 1424)	General Chemistry II		
PSY 213 (PSYC 1103) OR SY 213 (SOCI 1013)	General Psychology OR Fund. of Sociology			ES 213 (ECON 2103) OR ES 223 (ECON 2203)	Macroeconomics OR Microeconomics		
	3 Hours from the following	**Sem**	**Grade**	GEOG 213 (GEOG 1103)	Intro to Geography		
GEOG 213 (GEOG 1103)	Intro to Geography			HY 163 (HIST 1113) OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II		
HY 153	Arkansas History			HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II		
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			MS 133 (MATH 1203)	Trigonometry		
PLS 213 (PLSC 2003)	Am Federal Government			MS 213	Applied Math for Science		
Group III PCCUA (ACTS)	**Sciences and Math – 11 Hours**	**Sem**	**Grade**	PLS 213 (PLSC 2003)	Am Federal Government		
	8 Hours from the following			PSY 213 (PSYC 1103) OR SY 213 (SOCI 1013)	General Psychology OR Fund. Sociology		
BY 144 (BIOL 1034)	General Botany			PS 114 (PHSC 1004)	Physical Science		
CY 114 (CHEM 1414)	General Chemistry I			PS 215 (PHYS 2014)	General Physics I		
				PS 225 (PHYS 2024)	General Physics II		

Program/Graduation Requirements

Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Associate of Arts: Law, Social Science (LAW.AA, SOCSC.AA D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	English / Fine Arts – 18 Hours	Sem	Grade	Group III (ACTS)	Sciences / Math – 11 Hours	Sem	Grade
	12 hours from the following				**4 hours from the following**		
EH 113 (ENGL 1013)	Composition I			BY 114 (BIOL 1014)	General Biology		
EH 123 (ENGL 1023)	Composition II			BY 124 (BIOL 1024)	Botany for Non-Majors		
EH 233 (ENGL 2113) OR EH 243 (ENGL 2123)	World Literature I OR World Literature II			BY 134 (BIOL 1054)	General Zoology		
SP 243 (SPCH 1003)	Fund of Speech			BY 144 (BIOL 1034)	General Botany		
	6 hours from the following:	**Sem**	**Grade**	BY 154 (BIOL 2404)	Anatomy/Physiology I		
EH 233 (ENGL 2113) OR EH 243 (ENGL 2123)	World Literature I OR World Literature II			BY 164 (BIOL 2414)	Anatomy/Physiology II		
EH 263 (ENGL 2663)	African American Literature				**4 Hours from the following**	**Sem**	**Grade**
FA 213 (ARTA 1003)	Fine Arts			CY 114 (CHEM 1414)	General Chemistry I		
MSC 223 (MUSC 1003)	Music Appreciation			CY 124 (CHEM 1424)	General Chemistry II		
PHIL 153 (PHIL 1103)	Intro to Philosophy			PS 144 (PHSC 1204)	Intro to Astronomy		
SH 213 (SPAN 2013 OR SH 223 (SPAN 2023)	Intermediate Spanish I OR Intermediate Spanish II			PS 114 (PHSC 1004)	Physical Science I		
Group II (ACTS)	**Social Science – 21 Hours**	**Sem**	**Grade**	PS 215 (PHYS 2014)	General Physics I		
	3 Hours from the following			PS 225 (PHYS 2024)	General Physics II		
HY 163 (HIST 1113) OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II				**3 hours from the following**	**Sem**	**Grade**
	3 Hours from the following	**Sem**	**Grade**	MS 123 (MATH 1103)	College Algebra		
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			MS 133 (MATH 1203)	Trigonometry		
	15 Hours from the following	**Sem**	**Grade**	MS 193 (MATH 1113)	Quantitative Reasoning		
GEOG 213 (GEOG 1103)	Intro to Geography			MS 215 (MATH 2405)	Calculus I		
HY 163 (HIST 1113) OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II			MS 225 (MATH 2505)	Calculus II		
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			MS 233 (MATH 2603)	Calculus III		
PLS 213 (PLSC 2003)	Amer. Federal Government			**Group IV (ACTS)**	**Physical Education – 1 Hour**	**Sem**	**Grade**
PLS 223 (PLSC 2103)	State & Local Government			PEAC	Any Selected PEAC Course		
PSY 213 (PSYC 1103)	General Psychology			PE 223 (HEAL 1003)	Health & Safety		
PSY 223 (PSYC 2103)	Human Growth & Development			**Group V (ACTS)**	**Computer Technology – 3 Hours**	**Sem**	**Grade**
SY 213 (SOCI 1013)	Fundamentals of Sociology			CT 113 (CPSI 1003)	Computer Information Systems		
				Electives	**Approved Electives – 6 Hours**	**Sem**	**Grade**
				Electives from any of the above groups to total 60 hours			

Program/Graduation Requirements		
Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS#)

UofA PHILLIPS COMMUNITY COLLEGE

Associate of Arts: Physical Education (PHYED.AA D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	English / Fine Arts – 18 Hours	Sem	Grade	Group III (ACTS)	Sciences / Math – 11 Hours	Sem	Grade
	12 Hours from the following				**4 Hours from the following**		
EH 113 (ENGL 1013)	Composition I			BY 114 (BIOL 1014)	General Biology I		
EH 123 (ENGL 1023)	Composition II			BY 124 (BIOL 1024)	Botany for Non-Majors		
EH 233 (ENGL 2113) OR EH 243 (ENGL 2123)	World Literature I OR World Literature II			BY 134 (BIOL 1054)	General Zoology		
SP 243 (SPCH 1003)	Fund of Speech			BY 144 (BIOL 1034)	General Botany		
	6 Hours from the following:	**Sem**	**Grade**	BY 154 (BIOL 2404)	Anatomy/Physiology I		
EH 233 (ENGL 2113) OR EH 243 (ENGL 2123)	World Literature I OR World Literature II			BY 164 (BIOL 2414)	Anatomy/Physiology II		
EH 263	African American Literature			BY 224 (BIOL 2004)	Microbiology		
FA 213 (ARTA 1003)	Fine Arts I				**4 Hours from the following**	**Sem**	**Grade**
MSC 223 (MUSC 1003)	Music Appreciation			CY 114 (CHEM 1414)	General Chemistry I		
PHIL 153 (PHIL 1103)	Intro to Philosophy			CY 124 (CHEM 1424)	General Chemistry II		
3 Hours	Foreign Language Elective			PS 114 (PHSC 1004)	Physical Science I		
Group II (ACTS)	**Social Science – 15 Hours**	**Sem**	**Grade**	PS 144 (PHSC 1204)	Intro to Astronomy		
	3 Hours from the following			PS 215 (PHYS 2014)	General Physics I		
HY 163 (HIST 1113) OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II			PS 225 (PHYS 2024)	General Physics II		
	3 Hours from the following	**Sem**	**Grade**		**3 Hours from the following**	**Sem**	**Grade**
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			MS 123 (MATH 1103)	College Algebra		
	9 Hours from the following	**Sem**	**Grade**	MS 133 (MATH 1203)	Trigonometry		
ES 213 (ECON 2103) OR ES 223 (ECON 2203)	Macroeconomics OR Microeconomics			MS 193 (MATH 1113)	Quantitative Reasoning		
GEOG 213 (GEOG 1103)	Intro to Geography			MS 215 (MATH 2405)	Calculus I		
HY 163 (HIST 1113) OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II			MS 225 (MATH 2505)	Calculus II		
HY 153	Arkansas History			MS 233 (MATH 2603)	Calculus III		
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			**Group IV (ACTS)**	**Physical Education - 13 Hours**	**Sem**	**Grade**
PLS 213 (PLSC 2003)	Am Federal Government			PEAC	Any Approved PEAC Course		
PLS 223 (PLSC 2103)	State and Local Government			PEAC	Any Approved PEAC Course		
PSY 213 (PSYC 1103)	General Psychology			PEAC	Any Approved PEAC Course		
SY 213 (SOCI 1013)	Fund of Sociology			PEAC 142 OR PEAC 143	Fitness Concepts OR Concepts of Fitness & Wellness		
				PE 223 (HEAL 1003)	Health & Safety		
				PE 233	Principles & Problems of Coaching		
				PE 243	First Aid		
				Group V (ACTS)	**Computer Technology - 3 Hours**	**Sem**	**Grade**
				EN 213 OR CT 113 (CPSI 1003)	Computers in Education OR Computer Information Systems		
				CT 213	Microcomputer Business Apps		

Program/Graduation Requirements

Total Program Hours	60 Hours	Deficiencies:
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		Vice Chancellor/Dean/Chair (Signature)	

(ACTS#)

Associate of Arts: Political Science/Public Administration (POLSC.AA D-H-S)

Name				Student ID		Phone	
Address				Major		Email	

Group I (ACTS)	English / Fine Arts – 18 Hours	Sem	Grade	Group III (ACTS)	Sciences / Math – Continued	Sem	Grade
	12 Hours from the following				**4 Hours from the following**	**Sem**	**Grade**
EH 113 (ENGL 1013)	Composition I			CY 114 (CHEM 1414)	General Chemistry I		
EH 123 (ENGL 1023)	Composition II			CY 124 (CHEM 1424)	General Chemistry II		
EH 233 (ENGL 2113) OR EH 243 (ENGL 2123)	World Literature I OR World Literature II			PS 114 (PHSC 1004)	Physical Science I		
SP 243 (SPCH 1003)	Fund of Speech			PS 144 (PHSC 1204)	Intro to Astronomy		
	6 Hours from the following	**Sem**	**Grade**	PS 215 (PHYS 2014)	General Physics I		
EH 233 (ENGL 2113) OR EH 243 (ENGL 2123)	World Literature I OR World Literature II			PS 225 (PHYS 2024)	General Physics II		
EH 263 (ENGL 2663)	African American Literature				**3 Hours from the following**	**Sem**	**Grade**
FA 213 (ARTA 1003)	Fine Arts I			MS 123 (MATH 1103)	College Algebra		
MSC 223 (MUSC 1003)	Music Appreciation			MS 133 (MATH 1203)	Trigonometry		
PHIL 153 (PHIL 1103)	Intro to Philosophy			MS 193 (MATH 1113)	Quantitative Reasoning		
SP 123 (DRAM 1003)	Intro to Theatre			MS 215 (MATH 2405)	Calculus I		
3 Hours	Foreign Language Elective			MS 225 (MATH 2505)	Calculus II		
Group II (ACTS)	**Social Science – 15 Hours**	**Sem**	**Grade**	MS 233 (MATH 2603)	Calculus III		
	3 Hours from the following			**Group IV (ACTS)**	**Physical Education-1 Hour**	**Sem**	**Grade**
HY 163 (HIST 1113) OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II			PEAC	Any Selected PEAC Course		
	3 Hours from the following			PE 223 (HEAL 1003)	Health & Safety		
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			PEAC	Any Selected PEAC Course		
	9 Hours from the following:	**Sem**	**Grade**	**Group V (ACTS)**	**Computer Technology – 3 Hours**	**Sem**	**Grade**
ES 213 (ECON 2103) OR ES 223 (ECON 2203)	Macroeconomics OR Microeconomics			CT 113 (CPSI 1003)	Computer Information Systems Highly Recommended		
GEOG 213 (GEOG 1103)	Intro to Geography			**Group VI (ACTS)**	**Political Science Core Courses – 12 Hours**	**Sem**	**Grade**
HY 163 (HIST 1113) OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II			PLS 113	Intro to Politics		
HY 153	Arkansas History			PLS 213 (PLSC 2003)	Am Federal Government		
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			PLS 223 (PLSC 2103)	State & Local Government		
PLS 213 (PLSC 2003)	Am Federal Government			PLS 233	Intro to Comparative Politics		
PSY 213 (PSYC 1103)	General Psychology			ES 213 (ECON 2103) OR ES 223 (ECON 2203)	Macroeconomics OR Microeconomics		
SY 213 (SOCI 1013)	Fund of Sociology			HY 163 (HIST 1113) OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II		
Group III (ACTS)	**Sciences and Math – 11 Hours**	**Sem**	**Grade**	HY 153	Arkansas History		
	4 Hours from the following			HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II		
BY 114 (BIOL 1014)	General Biology			PSY 213 (PSYC 1103)	General Psychology		
BY 124 (BIOL 1024)	Botany for Non-Majors			SY 213 (SOCI 1013)	Fund of Sociology		
BY 134 (BIOL 1054)	General Zoology						
BY 144 (BIOL 1034)	General Botany						
BY 154 (BIOL 2404)	Anatomy/Physiology I						
BY 164 (BIOL 2414)	Anatomy/Physiology II						

Program/Graduation Requirements

Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Associate of Arts in Teaching (AAT D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	English / Fine Arts – 15 Hours	Sem	Grade	Group III (ACTS)	Sciences / Math (continued)	Sem	Grade
	9 hours from the following				**3 hours from the following**		
EH 113 (ENGL 1013)	Composition I			MS 123 (MATH 1103) MS 193 (MATH 1113)	College Algebra OR Quantitative Reasoning		
EH 123 (ENGL 1023)	Composition II			MS 2213	Math Structures I		
SP 243 (SPCH 1003)	Fund of Speech			MS 2223	Math Structures II		
	6 hours from the following:	**Sem**	**Grade**	**Group IV**	**Physical Education – 0 Hours**		
EH 233 (ENGL 2113) OR EH 243 (ENGL 2123)	World Literature I OR World Literature II			**Group V (ACTS)**	**Computer Technology – 3 Hours**	**Sem**	**Grade**
FA 213 (ARTA1003)	Fine Arts			CT 113 (CPSI 1003)	Computer Information Systems		
Group II (ACTS)	**Social Science – 9 Hours**	**Sem**	**Grade**	EN 213	Computers in Education		
HY 163 (HIST 1113) OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II			**Group VI (ACTS)**	**Education Core Course – 6 Hours from the following**	**Sem**	**Grade**
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			EN 113	Intro to Education		
PLS 213 (PLSC 2003)	Amer. Federal Government			ECD 1103	Child Development		
Group III (ACTS)	**Sciences / Math – 11 Hours**	**Sem**	**Grade**	MS 2213	Mathematical Structures I		
	8 hours from the following			MS 2223	Mathematical Structures II		
BY 114 (BIOL 1014)	General Biology				**Electives – 10-14 Hours**	**Sem**	**Grade**
PS 114 (PHSC 1004)	Physical Science I			HY 153	Arkansas History		
				GEO 213 (GEOG 1103)	Geography		
				PSY 213 (PSYC 1103)	Psychology		
				PHIL 153 (PHIL 1103)	Intro to Philosophy		

Program/Graduation Requirements		
Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		Vice Chancellor/Dean/Chair (Signature)	

(ACTS#)

Certificate in General Studies (CGS)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	English / Fine Arts – 12 Hours	Sem	Grade	Group III (ACTS)	Sciences / Math – 7 Hours	Sem	Grade
	9 Hours from the following				**4 Hours of the following**		
EH 113 (ENGL 1013)	Composition I			BY 114 (BIOL 1014)	General Biology I		
EH 123 (ENGL 1023)	Composition II			BY 124 (BIOL 1024)	Botany for Non-Majors		
SP 243 (SPCH 1003)	Fund of Speech			BY 134 (BIOL 1054)	General Zoology		
	3 Hours from the following	**Sem**	**Grade**	BY 144 (BIOL 1034)	General Botany		
EH 233 (ENGL 2113) OR EH 243 (ENGL 2123)	World Literature I OR World Literature II			BY 154 (BIOL 2404)	Anatomy/Physiology I		
EH 263 (ENGL 2663)	African American Literature			BY 164 (BIOL 2414)	Anatomy/Physiology II		
FA 213 (ARTA 1003)	Fine Arts I			CY 114 (CHEM 1414)	General Chemistry I		
MSC 223 (MUSC 1003)	Music Appreciation			CY 124 (CHEM 1424)	General Chemistry II		
PHIL 153 (PHIL 1103)	Intro to Philosophy			PS 114 (PHSC 1004)	Physical Science I		
Group II (ACTS)	**Social Science – 9 Hours**	**Sem**	**Grade**	PS 144 (PHSC 1204)	Intro to Astronomy		
	9 Hours from the following			PS 215 (PHYS 2014)	General Physics I		
ES 213 (ECON 2103) OR ES 223 (ECON 2203)	Macroeconomics OR Microeconomics			PS 225 (PHYS 2024)	General Physics II		
GEOG 213 GEOG 1103)	Intro to Geography				**3 Hours from the following**	**Sem**	**Grade**
HY 163 (HIST 1113) OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II			MS 123 (MATH 1103)	College Algebra		
HY 153	Arkansas History			MS 133 (MATH 1203)	Trigonometry		
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			MS 193 (MATH 1113)	Quantitative Reasoning		
PLS 213 (PLSC 2003)	Am Fed Government			MS 215 (MATH 2405)	Calculus I		
PLS 223 (PLSC 2103)	State & Local Government			MS 225 (MATH 2505)	Calculus II		
PSY 213 (PSYC 1103)	General Psychology			MS 233 (MATH 2603)	Calculus III		
PSY 223 (PSYC 2103)	Human Growth & Development			**Group IV**	**Physical Education – None Required**	**Sem**	**Grade**
SY 213 (SOCI 1013)	Fund of Sociology			**Group V (ACTS**	**Computer Technology – 3 Hours**	**Sem**	**Grade**
				CT 113 (CPSI 1003)	Computer Information Systems		

Program/Graduation Requirements

Total Program Hours	**31 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS#)

Associate of Science (AS) Degree

The transfer program offers one Associate of Science degree. Although there is only one degree, there are multiple disciplines within this degree. The Program of Study course schedules have been developed so that students enroll in the appropriate courses within a discipline (called majors) fully prepared for transfer to a college or university.

ASSOCIATE OF SCIENCE PREPARATION FOR SPECIFIC MAJORS

Biology

Chemistry/Pre-Medicine

General Science

Mathematics

Physics

Pre-Engineering

Associate of Science: Biology (BIO.AS D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	English / Fine Arts – 12 Hours	Sem	Grade	Group III (ACTS)	Sciences / Math – 30 Hours	Sem	Grade
	9 Hours from the following				**16 hours from the following**		
EH 113 (ENGL 1013)	Composition I			BY 114 (BIOL 1014)	General Biology I		
EH 123 (ENGL 1023)	Composition II			BY 134 (BIOL 1054)	General Zoology		
SP 243 (SPCH 1003)	Fund of Speech			BY 144 (BIOL 1034)	General Botany		
	3 Hours of Fine Arts Electives	**Sem**	**Grade**	BY 154 (BIOL 2404)	Anatomy/Physiology I		
EH 233 (ENGL 2113)	World Literature I			BY 164 (BIOL 2414)	Anatomy/Physiology II		
EH 243 (ENGL 2123)	World Literature II				**8 Hours from the following**	**Sem**	**Grade**
EH 263 (ENGL 2663)	African American Literature			CY 114 (CHEM 1414)	General Chemistry I		
FA 213 (ARTA 1003)	Fine Arts			CY 124 (CHEM 1424)	General Chemistry II		
MSC 223 (MUSC 1003)	Music Appreciation			PS 114 (PHSC 1004)	Physical Science I		
PHIL 153 (PHIL 1103)	Intro. To Philosophy			PS 215 (PHYS 2014)	General Physics I		
SP 113 (DRAM 1003)	Intro to Theatre			PS 225 (PHYS 2024)	General Physics II		
Group II (ACTS)	**Social Science – 9 Hours**	**Sem**	**Grade**		**6 Hours from the following**	**Sem**	**Grade**
	3 Hours from the following			MS 123 (MATH 1103)	College Algebra		
HY 163 (HIST 1113 OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II			MS 133 (MATH 1203)	Trigonometry		
	3 Hours from the following			MS 215 (MATH 2405)	Calculus I		
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			MS 225 (MATH 2505)	Calculus II		
	3 Hours from the following	**Sem**	**Grade**	MS 233 (MATH 2603)	Calculus III		
ES 213 (ECON 2103) OR ES 223 (ECON 2203)	Macroeconomics OR Microeconomics			**Group IV (ACTS)**	**Physical Education-1 Hour**	**Sem**	**Grade**
GEOG 213 (GEOG 1103)	Intro to Geography			PEAC	Any Selected PEAC Course		
HY 173 (HIST 1123)	World Civilizations II			PE 223 (HEAL 1003)	Health & Safety		
PLS 213 (PLSC 2003)	Am Fed Government			**Group V (ACTS)**	**Computewr Technology- 3 Hours**	**Sem**	**Grade**
PLS 223 (PLSC 2103)	State & Local Government			CT 113 (CPSI 1003)	Computer Information Systems		
PSY 213 (PSYC 1103)	General Psychology			**Electives**	**Approved Electives – 5 hours**	**Sem**	**Grade**
SY 213 (SOCI 1013)	Fund of Sociology				**Electives from any of the above Groups (Group III preferably)**		
					May Also Include		
				MS 213	Applied Math for Science		
				BY 124 (BIOL 1024)	Botany for Non-Majors		

Program/Graduation Requirements

Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

UofA PHILLIPS COMMUNITY COLLEGE

Associate of Science: Chemistry/Pre-Medicine (CHEM.AS, MED.ASD-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	English / Fine Arts – 9 Hours	Sem	Grade	Group III (ACTS) cont.	16 Hours from the following	Sem	Grade
EH 113 (ENGL 1013)	Composition I			CY 114 (CHEM 1414)	General Chemistry I		
EH 123 (ENGL 1023)	Composition II			CY 124 (CHEM 1424)	General Chemistry II		
SP 243 (SPCH 1003)	Fund of Speech			CY 214	Organic Chemistry I		
Group II (ACTS)	**Social Science – 9 Hours**	**Sem**	**Grade**	CY 224	Organic Chemistry II		
	3 Hours from the following				**9 Hours from the following**	**Sem**	**Grade**
HY 163 (HIST 1113) OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II			MS 123 (MATH 1103)	College Algebra		
	3 Hours from the following	**Sem**	**Grade**	MS 133 (MATH 1203)	Trigonometry		
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			MS 215 (MATH 2405)	*Calculus I		
	3 Hours from the following	**Sem**	**Grade**	MS 225 (MATH 2505)	*Calculus II		
ES 213 (ECON 2103) OR ES 223 (ECON 2203)	Macroeconomics OR Microeconomics			MS 233 (MATH 2603)	*Calculus III		
GEOG 213 (GEOG 1103)	Intro to Geography			**Group IV ACTS)**	**Physical Education-1 Hour**	**Sem**	**Grade**
HY 163 (HIST 1113) OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II			PEAC	Any Approved PEAC Course		
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			PE 223 (HEAL 1003)	Health & Safety		
PHIL 153 (PHIL 1103)	Intro to Philosophy			**Group V (ACTS)**	**Computer Technology – 3 Hours**	**Sem**	**Grade**
PLS 213 (PLSC 2003)	Am Federal Government			CT 113 (CPSI 1003)	Computer Information Systems		
PLS 223 (PLSC 2103)	State & Local Government			**Electives**	**Approved Electives – 5 Hours**	**Sem**	**Grade**
PSY 213 (PSYC 1103)	General Psychology			BY 124 (BIOL 1024)	Botany for Non-Majors		
SY 213 (SOCI 1013)	Fundamental of Sociology			MS 215 (MATH 2405)	*Calculus I		
Group III (ACTS)	**Sciences / Math - 33 Hours**	**Sem**	**Grade**	MS 225 (MATH 2505)	*Calculus II		
	8 Hours from the following			MS 233 (MATH 2603)	*Calculus III		
BY 114 (BIOL 1014)	General Biology I			MS 213	Applied Math for Science		
BY 134 (BIOL 1054)	General Zoology			PS 215 (PHYS 2014)	General Physics I		
BY 144 (BIOL 1034)	General Botany			PS 225 (PHYS 2024)	General Physics II		

Program/Graduation Requirements

Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS#)

*Highly recommended courses

NOTE: Pre-Pharmacy Majors Use This Program of Study

Associate of Science: General Science (GENSCI.AS D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	English / Fine Arts – 12 Hours	Sem	Grade	Group III (ACTS)	Sciences / Math – Continued	Sem	Grade
	9 Hours from the following				**12 Hours from the following**		
EH 113 (ENGL 1013)	Composition I			CY 114 (CHEM 1414)	General Chemistry I		
EH 123 (ENGL 1023)	Composition II			CY 124 (CHEM 1424)	General Chemistry II		
SP 243 (SPCH 1003)	Fund of Speech			CY 214	Organic Chemistry I		
	3 Hours of Fine Arts Electives	**Sem**	**Grade**	CY 224	Organic Chemistry II		
EH 233 (ENGL 2113)	World Literature I			PS 114 (PHSC 1004)	Physical Science I		
EH 243 (ENGL 2123)	World Literature II			PS 144 (PHSC 1204)	Intro to Astronomy		
EH 263 (ENGL 2663)	African American Literature			PS 215 (PHYS 2014)	General Physics I		
FA 213 (ARTA 1003)	Fine Arts			PS 225 (PHYS 2024)	General Physics II		
MSC 223 (MUSC 1003)	Music Appreciation				**6 Hours from the following**	**Sem**	**Grade**
PHIL 153 (PHIL 1103)	Intro. To Philosophy			MS 123 (MATH 1103)	College Algebra		
SP 113 (DRAM 1003)	Intro to Theatre			MS 133 (MATH 1203)	Trigonometry		
3 Hours	Foreign Language Elective			MS 215 (MATH 2405)	Calculus I		
Group II (ACTS)	**Social Science – 9 Hours**	**Sem**	**Grade**	MS 225 (MATH 2505)	Calculus II		
	3 Hours from the following			MS 233 (MATH 2603)	Calculus III		
HY 163 (HIST 1113 OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II			**Group IV (ACTS)**	**Physical Education - 1 Hour**	**Sem**	**Grade**
	3 Hours from the following	**Sem**	**Grade**	PEAC	Any Approved PEAC Course		
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			PE 223 (HEAL 1003)	Health & Safety		
	3 Hours from the following	**Sem**	**Grade**	**Group V (ACTS)**	**Computer Technology – 3 Hours**	**Sem**	**Grade**
ES 213 (ECON 2103) OR ES 223 (ECON 2203)	Macroeconomics OR Microeconomics			CT 113 (CPSI 1003) OR EN 213	Computer Information Systems OR Computers in Education		
GEOG 213 (GEOG 1103)	Intro to Geography			**Electives**	**Approved Electives - 5 hours**	**Sem**	**Grade**
HY 163 (HIST 1113 OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II				Electives from Group III		
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II				**May Also Include**		
PLS 213 (PLSC 2003)	Am Fed Government			MS 213	Applied Math for Science		
PLS 223 (PLSC 2103)	State & Local Government			BY 124 (BIOL 1024)	Botany for Non-Majors		
PSY 213 (PSYC 1103)	General Psychology						
SY 213 (SOCI 1013)	Fund of Sociology						
Group II (ACTS)	**Sciences / Math – 30 Hours**	**Sem**	**Grade**				
	12 hours from the following						
BY 114 (BIOL 1014)	General Biology						
BY 134 (BIOL 1054)	General Zoology						
BY 144 (BIOL 1034)	General Botany						
BY 154 (BIOL 2404)	Anatomy/Physiology I						
BY 164 (BIOL 2414)	Anatomy/Physiology II						

Program/Graduation Requirements

Total Program Hours	60 Hours	Deficiencies:
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		Vice Chancellor/Dean/Chair (Signature)	

(ACTS#)

UofA PHILLIPS COMMUNITY COLLEGE

Associate of Science: Mathematics (MATH.AS D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	English / Fine Arts – 12 Hours	Sem	Grade	Group III (ACTS)	Sciences / Mathematics - 27 Hours	Sem	Grade
	9 Hours from the following				**8 Hours from the following**		
EH 113 (ENGL 1013)	Composition I			BY 114 (BIOL 1014)	General Biology I		
EH 123 (ENGL 1023)	Composition II			BY 134 (BIOL 1054)	General Zoology		
SP 243 (SPCH 1003)	Fund of Speech			BY 144 (BIOL 1034)	General Botany		
	3 Hours from the following	**Sem**	**Grade**		**8 Hours from the following**	**Sem**	**Grade**
EH 233 (ENGL 2113) OR EH 243 (ENGL 2123)	World Literature I OR World Literature II			CY 114 (CHEM 1414)	General Chemistry I		
EH 263 (ENGL 2663)	African American Literature			CY 124 (CHEM 1424)	General Chemistry II		
FA 213 (ARTA 1003)	Fine Arts			CY 214	Organic Chemistry I		
MSC 223 (MUSC 1003)	Music Appreciation			CY 224	Organic Chemistry II		
PHIL 153 (PHIL 1103)	Intro. To Philosophy			PS 215 (PHYS 2014)	General Physics I		
SP 113 (DRAM 1003)	Intro to Theatre			PS 225 (PHYS 2024)	General Physics II		
3 Hours	Foreign Language Elective				**11 Hours from the following**	**Sem**	**Grade**
Group II (ACTS)	**Social Science – 9 Hours**	**Sem**	**Grade**	MS 123 (MATH 1103)	College Algebra		
	3 Hours from the following			MS 133 (MATH 1203)	Trigonometry		
HY 163 (HIST 1113) OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II			MS 215 (MATH 2405)	*Calculus I		
	3 Hours from the following	**Sem**	**Grade**	MS 225 (MATH 2505)	*Calculus II		
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			MS 233 (MATH 2603)	*Calculus III		
	3 Hours from the following	**Sem**	**Grade**	**Group IV (ACTS)**	**Physical Education-1 Hour**	**Sem**	**Grade**
ES 213 (ECON 2103) OR ES 223 (ECON 2203)	Macroeconomics OR Microeconomics			PEAC	Any Approved PEAC Course		
GEOG 213 (GEOG 1103)	Intro to Geography			PE 223 (HEAL 1003)	Health & Safety		
HY 163 (HIST 1113) OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II			**Group V (ACTS)**	**Computer Technology – 3 Hours**	**Sem**	**Grade**
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			CT 113 (CPSI 1003)	Computer Information Systems		
PLS 213 (PLSC 2003)	Am Federal Government			**Electives**	**Approved Electives – 8 Hours**	**Sem**	**Grade**
PLS 223 (PLSC 2103)	State & Local Government			BY 124 (BIOL 1024)	Botany for Non-Majors		
PSY 213 (PSYC 1103)	General Psychology			Electives from any of the above Groups to total 60 hours			
SY 213 (SOCI 1013)	Fundamentals of Sociology						

Program/Graduation Requirements

Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS#)
*Highly recommended courses

Associate of Science: Physics (PHYSI.AS D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	**English / Fine Arts – 12 Hours**	**Sem**	**Grade**	**Group III (ACTS)**	**Sciences / Math - 27 Hours**	**Sem**	**Grade**
	9 Hours from the following				**8 Hours from the following**		
EH 113 (ENGL 1013)	Composition I			BY 114 (BIOL 1014)	General Biology I		
EH 123 (ENGL 1023)	Composition II			BY 134 (BIOL 1054)	General Zoology		
SP 243 (SPCH 1003)	Fund of Speech			BY 144 (BIOL 1034)	General Botany		
	3 Hours of from the following	**Sem**	**Grade**		**5 Hours from the following**	**Sem**	**Grade**
EH 233 (ENGL 2113) OR EH 243 (ENGL 2123)	World Literature I OR World Literature II			PS 215 (PHYS 2014)	General Physics		
EH 263 (ENGL 2663)	African American Literature				**14 Hours from the following**	**Sem**	**Grade**
FA 213 (ARTA 1003)	Fine Arts I			CY 114 (CHEM 1414)	General Chemistry I		
MSC 223 (MUSC 1003)	Music Appreciation			CY 124 (CHEM 1424)	General Chemistry II		
PHIL 153 (PHIL 1103)	Intro. To Philosophy			MS 123 (MATH 1103)	College Algebra (required)		
SP 113 (DRAM 1003)	Intro to Theatre			MS 133 (MATH 1203)	Trigonometry		
3 Hours	Foreign Language Elective			MS 215 (MATH 2405)	*Calculus I		
Group II (ACTS)	**Social Science – 9 Hours**	**Sem**	**Grade**	MS 225 (MATH 2505)	*Calculus II		
	3 Hours from the following			MS 233 (MATH 2603)	*Calculus III		
HY 163 (HIST 1113 OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II			**Group IV (ACTS)**	**Physical Education-1 Hour**	**Sem**	**Grade**
	3 Hours from the following	**Sem**	**Grade**	PEAC	Any Approved PEAC Course		
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			PE 223 (HEAL 1003)	Health & Safety		
	3 Hours from the following	**Sem**	**Grade**	**Group V (ACTS)**	**Computer Technology – 3 Hours**	**Sem**	**Grade**
ES 213 (ECON 2103) OR ES 223 (ECON 2203)	Macroeconomics OR Microeconomics			CT 113 (CPSI 1003)	Computer Information Systems		
GEOG 213 (GEOG 1103)	Intro to Geography			**Electives**	**Approved Electives – 8 Hours**	**Sem**	**Grade**
HY 163 (HIST 1113 OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II				Electives from Group III		
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II				**May Also Include**	**Sem**	**Grade**
PLS 213 (PLSC 2003)	Am Fed Government			MS 213	Applied Math for Science		
PLS 223 (PLSC 2103)	State & Local Government			BY 124 (BIOL 1024)	Botany for Non-Majors		
PSY 213 (PSYC 1103)	General Psychology						
SY 213 (SOCI 1013)	Fund of Sociology						

Program/Graduation Requirements		
Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS#)
*Highly recommended courses

Associate of Science: Pre-Engineering (ENGR.AS D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	**English / Fine Arts – 12 Hours**	**Sem**	**Grade**	**Group III (ACTS)**	**Sciences / Math – 21 Hours**	**Sem**	**Grade**
	9 Hours from the following				**4 hours from the following**		
EH 113 (ENGL 1013)	Composition I			BY 114 (BIOL 1014)	General Biology I		
EH 123 (ENGL 1023)	Composition II			BY 134 (BIOL 1054)	General Zoology		
SP 243 (SPCH 1003)	Fund of Speech			BY 144 (BIOL 1034)	General Botany		
	3 Hours of Fine Arts Electives	**Sem**	**Grade**		**8 Hours from the following**	**Sem**	**Grade**
EH 233 (ENGL 2113) OR EH 243 (ENGL 2123)	World Literature I OR World Literature II			CY 114 (CHEM 1414)	General Chemistry I		
FA 213 (ARTA 1003)	Fine Arts			CY 124 (CHEM 1424)	General Chemistry II		
MSC 223 (MUSC 1003)	Music Appreciation			CY 214	Organic Chemistry I		
PHIL 153 (PHIL 1103)	Intro. To Philosophy			CY 224	Organic Chemistry II		
SP 113 (DRAM 1003)	Intro to Theatre				**9 Hours from the following**	**Sem**	**Grade**
	Foreign Language Elective			MS 123 (MATH 1103)	College Algebra		
Group II (ACTS)	**Social Science – 9 Hours**	**Sem**	**Grade**	MS 133 (MATH 1203)	Trigonometry		
	3 Hours from the following			MS 215 (MATH 2405)	*Calculus I		
HY 163 (HIST 1113 OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II			MS 225 (MATH 2505)	*Calculus II		
	3 Hours from the following	**Sem**	**Grade**	MS 233 (MATH 2603)	*Calculus III		
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			**Group IV (ACTS)**	**Physical Education-1 Hour**	**Sem**	**Grade**
	3 Hours from the following	**Sem**	**Grade**	PEAC	Any Selected PEAC Course		
ES 213 (ECON 2103) OR ES 223 (ECON 2203)	Macroeconomics OR Microeconomics			PE 223 (HEAL 1003)	Health & Safety		
GEOG 213 (GEOG 1103)	Intro to Geography			**Group V (ACTS)**	**Tech & Pre-Engineering – 7 Hours**	**Sem**	**Grade**
HY 163 (HIST 1113 OR HY 173 (HIST 1123)	World Civilizations I OR World Civilizations II			DR 104	Intro to CAD I		
HY 213 (HIST 2113) OR HY 223 (HIST 2123)	U.S. History I OR U.S. History II			DR 114	Intro to CAD II		
PLS 213 (PLSC 2003)	Am Fed Government			CT 113 (CPSI 1003)	Computer Information Systems		
PLS 223 (PLSC 2103)	State & Local Government			**Electives**	**Approved Electives – 10 hours**	**Sem**	**Grade**
PSY 213 (PSYC 1103)	General Psychology			BY 124 (BIOL 1024)	Botany for Non-Majors		
SY 213 (SOCI 1013)	Fund of Sociology			Electives from Group III to total 60 hours			

Program/Graduation Requirements

Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS)

*Highly recommended classes/electives

Associate of Applied Science (AAS) Degrees

AAS degrees are awarded in numerous disciplines. Associate of Applied Science degrees provide knowledge and skills leading to employment in specialized fields.

Allied Health

Associate Degree Nursing

Health Sciences

Medical Laboratory Technology

Applied Technology

Construction Technology

General Technology

Graphic Communications

Behavioral Health

Business

Business Management

Information Systems Technology

Medical Office Technology

Criminal Justice

Early Childhood Education

ALLIED HEALTH

NURSING (ADN) (NGR.AAS H-S)

The Associate Degree Nursing (ADN) Program is approved by the Arkansas State Board of Nursing and accredited by the Accreditation Commission for Education in Nursing (ACEN). Program graduates are eligible to submit an application to write the National Council Licensing Examination for Registered Nurses (NCLEX-RN). Applicants should be aware violation of any federal, state, or local drug law or conviction of a crime may preclude licensure as a registered nurse. The Arkansas State Board of Nursing requires a state and federal criminal background check before processing an application for initial licensure. Thus, graduation from the Associate Degree Nursing Program at Phillips Community College of the University of Arkansas **does not guarantee approval from the Arkansas State Board of Nursing or from another respective state board of nursing to take the licensure examination.** For Arkansas residents, please read requirements in the Arkansas Nurse Practice Act, which can be accessed online at: https://www.arsbn.org/nurse-practice-act. Clinical facilities may also require a criminal background check and/or drug test as a condition of clinical practice in the respective facility. If a clinical facility denies a student permission to participate in patient care in that facility and the student cannot be placed in another clinical agency, the student must withdraw from the nursing course.

The Associate Degree Nursing Program at Phillips Community College of the University of Arkansas meets the state education requirements for a registered nursing license in the states of Arkansas, Mississippi, and Tennessee. Phillips Community College of the University of Arkansas has not determined if the Associate Degree Nursing Program at Phillips Community College of the University of Arkansas meets the state education requirements in any other state, any U.S. Territory, or the District of Columbia. Contact the state regulatory agency for nursing in any other state for which this information is needed. The National Council of State Boards of Nursing (NCSBN) has resources that may be helpful.

- Link to every Nursing Practice Act.
- Link to FAQs regarding the impact of 34 CFR 668.43 on nursing programs

For further program information, the Arkansas State Board of Nursing may be contacted at: University Tower Building, 1123 S. University Avenue, Suite 800, Little Rock, AR 72204-1619, Phone: 1-501-686-2700, Fax: 1-501-686-2714, Website: http://www.arsbn.org.

The Associate Nursing program at Phillips Community College of the University of Arkansas at Helena-West Helena campus located in Helena-West Helena, Arkansas is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3390 Peachtree Road NE, Suite 1400, Atlanta, GA 30326, (404) 975-5000. The most recent accreditation decision made by the ACEN Board of Commissioners for the associate nursing program is Continuing Accreditation. View the public information disclosed by the ACEN regarding this program at http://www.acenursing.us/accreditedprograms/programSearch.htm.

The curriculum focuses on six (6) major concepts: (1) patient-centered care, (2) clinical judgment, (3) quality improvement processes, (4) collaboration and teamwork, (5) information management, as well as (6) leadership, management, legal, and ethical principles. Students are introduced to these concepts early in the curriculum and develop a more in-depth understanding of these concepts as they progress across the curriculum. Emphasis is placed on the provision of safe, quality, evidence-based, patient-centered nursing care across the lifespan. Students are taught to critically think when applying the nursing process to make correct clinical judgments when providing care and interacting with the interdisciplinary team. The importance of teamwork and collaboration to achieve patient-centered nursing care as well as identifying and developing methods for improving the safety and quality of patient care are stressed. Information principles, techniques, systems, and patient care technology are used to communicate, manage knowledge, mitigate error, and support decision-making when providing safe, quality, patient-centered nursing care. Leadership, management, legal, and ethical principles that guide nursing practice are addressed throughout the program.

Traditional Track Admission

Students are admitted to the Helena-West Helena and Stuttgart campuses every year. Students who wish to be considered for admission to the Associate Degree Nursing (ADN) program must meet the following criteria:

1. Fulfill all college admission requirements.
2. Complete all required developmental education courses before making application to the nursing program.
3. Submit ACT score, if taken, and official transcripts from **all** colleges previously attended to the Registrar's Office and the Department of Nursing on the Helena-West Helena campus. These documents must be received in the Nursing Department Office on the Helena-West Helena campus by **June 1st**.
4. Document a minimum 2.0 cumulative grade point average in all courses taken at PCCUA.
5. Students who transfer required nursing curriculum support courses must have a "C" or better and equivalent credit hours per course to receive PCCUA credit.
6. Complete BY 154 (BIOL 2404), Anatomy and Physiology I, within the past five (5)years with a grade of "C" or better. Applicants who repeat any required science course more than one (1) time within the past five (5) years to remove a grade of "W", "EW", "D" or "F" will not be considered for admission.
7. Complete MS 123 (MATH 1103), College Algebra, **and** EH 113 (ENGL 1013), Composition I, with a grade of "C" or better. Applicants who repeat a required math or English course more than one (1) time within the past five (5) years to remove a grade of "W", "EW", "D" or "F" will not be considered for admission.
8. Document a total 10th grade reading level on the Nelson-Denny Reading Test (NDRT) by **June 1st**. The NDRT must be taken at PCCUA within three (3) months of: (1) the ADN program application deadline for regular applicants or (2) submission of a late application to the program. Students on the HWH campus should contact the Advising Center to schedule a time to take the NDRT. Students on the Stuttgart campus should contact the Learning Center Coordinator on the Stuttgart campus to schedule a time to take the NDRT. The NDRT may only be taken once per application year.
9. Document a minimum score of 55 on the ATI Critical Thinking Exam by **June 1st**. This exam must be taken at PCCUA within three (3) months of: (1) the ADN program application deadline for regular applicants or (2) submission of a late application to the program. Students on the Helena-West Helena campus should contact the Advising Center to schedule a time to take the ATI Critical Thinking Exam. Students on the Stuttgart campus should contact the Learning Center Coordinator on the

Stuttgart campus to schedule a time to take the ATI Critical Thinking Exam. The ATI Critical Thinking Exam may only be taken once per application year.

10. Students who speak English as a second language must also take the NG ACCUPLACER ESL Exam to prove proficiency in English. The following scores are required in each category.
    - Listening: A minimum score of 106
    - Reading: A minimum score of 116
    - WritePlacer ESL: A minimum score of 5
11. Submit a completed application to the ADN Program on the Helena-West Helena campus. The application must be received in the Nursing Department Office on the Helena-West Helena campus by **June 1st**. Incomplete applications will not be considered.
12. Rare exceptions for individuals seeking admission may be made by the Promotion and Graduation Committee.

All students who meet minimum admission criteria will be accepted unless the number of qualified applicants exceeds space available. This means **MEETING THE MINIMUM CRITERIA FOR ADMISSION OR TAKING COURSES REQUIRED FOR THE NURSING DEGREE DOES NOT GUARANTEE ADMISSION TO THE ADN PROGRAM.**

When the number of qualified applicants exceeds space available, the selection process will be implemented, and admission will become competitive.

Selection Process

1. Qualified applicants will be ranked from highest to lowest by the score earned on the ATI Critical Thinking Exam.
2. When two (2) or more traditional track applicants have an equal score on the ATI Critical Thinking Exam, applicants will be admitted according to the date and time the application was received in the Nursing Department Office on the Helena-West Helena campus.
3. Students initially not selected, will be placed on a waiting list from highest to lowest by the score earned on the ATI Critical Thinking Exam, and the date and time the application was received. Spaces that become available before the first day of fall classes will be filled from the waiting list.
4. **Applicants not selected for admission and/or applicants who elect not to enroll in the fall nursing class must repeat the entire admission process which includes, but is not limited to, submitting a new application to the ADN program as well as repeating the Nelson-Denny Reading and ATI Critical Thinking Exams within three (3) months of the application deadline.**

Admission After Application Deadline

When space is available, qualified applicants who submit an application and transcripts from **all** colleges attended after the published deadline will be considered for admission on a first-come, first-served basis. A percentage of this available space is reserved for late applicants enrolled in one or more PCCUA summer semester prerequisite science, English, and/or math courses. Reserved space is **only** for PCCUA late applicants who **successfully** complete required prerequisite science, English, and/or math courses the summer semester **immediately before** the fall semester the applicant is seeking admission to the ADN program.

Enrollment Process

Before enrolling in ADN courses, the student must provide the following documents:

1. Completed Health Statement
2. Proof of immunization compliance
   - Current Td or Tdap
   - Two (2) Varicella or a positive titer
   - Two (2) MMRs, if born after 1957 or positive titers
   - Initiation of Hepatitis B series or a positive titer
3. Proof of TB skin test (Must be valid for the entire fall and spring academic year.)
4. Signed Communicable Disease Statement
5. Current US federal or state issued photo ID, examples include:
   - US passport
   - US military ID
   - State driver's license
6. Proof of professional liability insurance (Must be valid for the entire fall and spring academic year.)
7. Attend a scheduled mandatory orientation session for nursing the week of fall registration.
8. Rare exceptions may be made by the Promotion and Graduation Committee for late applicants.

No late enrollment is allowed.

After Enrollment

Proof of Influenza (flu) immunization is required by November 1st of each academic year.

Students admitted to the ADN program on the distance Stuttgart campus are expected to come on occasion to the Helena-West Helena campus to participate in scheduled program activities.

Transfer Students

Transfer students are those students who left another nursing program and are seeking to enroll in Level II of the PCCUA traditional track ADN program. Students seeking admission to the traditional track by transfer must meet all program admission requirements as well as all Level I progression requirements.

Qualified transfer students will not receive an application for admission to the ADN program until the Dean of Allied Health receives a letter of good standing from the Director, Chair, or Dean of the program from which the student is transferring. Good Standing is defined as being eligible for enrollment in the program from which the student is transferring.

The completed application for admission to the traditional tract must be received in the Nursing Department Office on the Helena-West Helena campus by **October 1st** to be considered for the spring semester. Applications received after **October 1st** will ***not*** be considered.

Students seeking admission to the traditional track by transfer will be ranked from highest to lowest by the score earned on the ATI Critical Thinking Exam. Transfer students will be admitted by ranking to the program after all students seeking readmission and/or advanced placement have been admitted and/or until space available is exhausted.

Advanced Placement Track
Students may also enter the ADN program by advanced placement. Students seeking advanced placement must meet all program admission requirements as well as all Level I progression requirements.

Advanced placement students are *only* licensed practical nurses (LPNs) or licensed psychiatric technical nurses (LPTNs) who are granted advanced placement in the ADN program.

LPNs and LPTNs who seek admission to the ADN program ***within*** 12 months of graduation may apply to the program without having work experience.

LPNs and LPTNs who seek admission to the ADN program ***after*** 12 months of graduation may apply to the program provided that they have during the past 12 to 24 months at least 1,000 hours of nursing employment in an ***acute- or long-term care*** setting.

LPNs and LPTNs who seek admission to the ADN program ***after*** 12 months of graduation and during the past 24 months do not have at least 1,000 hours of nursing employment in an ***acute- or long-term care*** setting will be required to take the NLN Nursing Accelerated Challenge (NACE) I PN to RN exam and the NLN Normal Nutrition Achievement test. Applicants must achieve a minimum decision score of 75 on the NACE I PN to RN exam and the 70th percentile or above on the Normal Nutrition exam to be considered for advanced placement.

LPNs or LPTNs who receive advanced placement will enter Level II of the ADN program. Upon successful completion of Level IV of the ADN program, seven (7) semester credit hours will be awarded for NG 107, Concepts of Nursing Care for Patients with Chronic Stable Conditions.

A limited number of spaces may be available for students seeking advanced placement. Once an LPN or LPTN enrolls in Level I of the ADN program, advanced placement is no longer an option for progression.

Advanced Placement Admission
1. Students seeking advanced placement must contact the Dean of Allied Health to discuss placement in the program.
2. Applications may be obtained from the ADN administrative assistant on the Helena-West Helena campus.
3. Students seeking advanced placement must: (1) meet all traditional program admission requirements by **October 1st,** (2) meet all Level I progression requirements, (3) meet Drug Dosage Calculation Exam requirements, and (4) demonstrate competency of Level I skills.
4. The completed application must be received in the Nursing Department Office on the Helena-West Helena campus by **October 1st** to be considered for the spring semester. Applications received after **October 1st** will not be considered.
5. Students seeking admission by advanced placement will be ranked from highest to lowest by the score earned on the ATI Critical Thinking Exam and admitted on a 1:1 ratio with students seeking readmission until either group or space available is exhausted.
6. When two (2) or more advanced placement applicants have an equal score on the Critical Thinking Exam, applicants will be admitted according to the date and time the application was received in the Nursing Department Office on the Helena-West Helena campus.
7. Applicants who are not selected or who elect not to enroll must complete the entire admission process which includes, but is not limited to: (1) submitting another application to the program, (2) repeating the Nelson-Denny Reading ***and*** ATI Critical Thinking Exams within 3 months of the application deadline, (3) meeting Drug Dosage Calculation Exam requirements, and (4) demonstrating Level I skill competency requirements to be considered again.
8. Rare exceptions to the Advanced Placement policy may be made by the Promotion and Graduation Committee.

Skill Competency Exam
Demonstration of skill competency is a prerequisite for all students seeking admission to Level II by transfer or advanced placement. Skill competency evaluation times will be posted on the program webpage. A maximum of two (2) opportunities will be offered to demonstrate competency. Any missed skill competency evaluation will be counted as a "fail". **Applicants who fail to demonstrate skill competency will not be eligible for enrollment.**

Drug Dosage Calculation Exam
The Drug Dosage Calculation Exam is a prerequisite for all students seeking admission to Level II by transfer or advanced placement. Exam times are posted on the program webpage. The applicant must pass the exam before enrollment. A maximum of three (3) opportunities are offered to score 90% or above on the exam. Only a basic calculator with the capacity to add, subtract, multiply, and divide can be used. No calculators with advanced functions are allowed. Any missed exam will be counted as a fail. **Applicants who fail to score a minimum of 90% on the Drug Dosage Calculation Exam will not be eligible for enrollment.**

Policies for Progression for Students Admitted in the ADN Program
1. Students in the nursing program must obtain permission from the Dean of Allied Health to take required courses for transfer credit at another college, ***before*** enrolling in the course the students expect to transfer to PCCUA.
2. Required nursing courses must be taken in the sequence specified in the Associate Degree Nursing curricular pattern. Failure in a nursing course makes the student ineligible to progress, until the student successfully completes the course.
3. Students admitted for the first time to the Associate Degree Nursing program are allowed a maximum of one (1) readmission to the program. No required nursing course may be repeated more than one (1) time.
4. Once admitted to the nursing program, students must complete the required curricular pattern within 150% of the time six (6) semesters.

5. Students must complete prerequisite or corequisite general education courses before or with the corequisite nursing courses.
6. Nursing courses may not be audited.
7. A minimum grade of "C" is mandatory in all required general education and nursing courses in the ADN curricular pattern.
8. Science courses taken more than five (5) years before admission to the nursing program must be repeated.
9. Nursing courses older than three (3) years will not count toward meeting curricular requirements for graduation from the Associate Degree Nursing program.
10. All Level I students are required to complete American Heart Association Basic Life Support CPR certification ***before*** attending clinical. Students who do not meet this requirement will be administratively withdrawn from the Level I nursing course. All Level II, III, and IV students are required to have a current American Heart Association Basic Life Support CPR card ***before*** enrolling in respective nursing courses. The certification must remain current ***throughout*** enrollment in Levels II, III, and IV. **Electronic recertification is not accepted.**
11. Students enrolled in the nursing program must be familiar with all policies in the current *College Catalog*, student handbooks, and posted on the PCCUA Web. The *Student Handbook* is available in the Registrar's Office. The ADN program supplies the *ADN Student Handbook* upon enrollment and at the beginning of each academic year.
12. Rare exceptions to the Progression Policy will be considered by the Promotion and Graduation Committee. The student must submit a written request within 24 hours of the faculty's deadline for posting final course grades as stated in the PCCUA Academic Calendar or notification of denied readmission.

Developmental Education Courses

Students who do not meet the minimum requirements for admission may take developmental education courses to increase their skill level. The developmental education courses have pre-established exit levels.

Associate of Applied Science: Nursing (NGR.AAS H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	English / Fine Arts - 6 hours	Semester	Grade
EH 113 (ENGL 1013)	Composition I	Pre-requisite completed before program admission	
EH 123 (ENGL 1023)	Composition II	Spring, Level II	
Group II (ACTS)	**Social Science - 3 hours**	**Semester**	**Grade**
PSY 213 (PSYC 1103)	General Psychology	Fall, Level I	
Group III (ACTS)	**Sciences / Math – 11 Hours**	**Semester**	**Grade**
	8 hours of the following		
BY 154 (BIOL 2404)	Anatomy and Physiology I	Pre-requisite completed before program admission	
BY 164 (BIOL 2414)	Anatomy and Physiology II	Fall, Level I	
	3 hours of the following	**Semester**	**Grade**
MS 123 (MATH 1103)	College Algebra	Pre-requisite completed before program admission	
Group IV	**Physical Education – None Required**	**Semester**	**Grade**
Group V	**Computer Technology - 3 hours**	**Semester**	**Grade**
CT	Any approved 3 credit hour course	Fall, Level III	
Group VI	**Required Courses - 40 Hours**	**Semester**	**Grade**
NG 107	Concepts of Nursing Care for Patients with Chronic, Stable Conditions	Fall, Level I	
NG 209	Concepts of Nursing Care for Patients with Acute, Stable Conditions	Spring, Level II	
NG 312	Concepts of Nursing Care for Patients with Chronic and Acute, Unstable Conditions	Fall, Level III	
NG 412	Concepts of Nursing Care for Patients with Complex Conditions	Spring, Level IV	

- Pre-requisites must be completed with a grade of "C" or better before making application to the ADN program.
- Science courses taken more than 5 years before admission to the ADN program must be repeated.
- General education courses may be taken earlier than prescribed or as prescribed co-requisites.
- Courses with a NG prefix must be taken in sequence prescribed.
- Nursing courses older than 3 years will not count toward meeting curricular requirements for graduation from the Associate Degree Nursing program.

Program/Graduation Requirements		
Total Program Hours	**63 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point average (GPA)		

Advisor (Signature)		Vice Chancellor/Dean/Chair (Signature)	

(ACTS #)

HEALTH SCIENCES (HS.AAS H-S)

A student admitted to PCCUA's Associate Degree Nursing (ADN) program who **DOES NOT** earn a "C" or better in NG 412, Concepts of Nursing Care for Patients with Complex Conditions, may use the general education and nursing courses on the degree sheet to earn an Associate in Applied Science (AAS) in Health Sciences degree. A minimum grade of "C" is required in each general education and ADN course to meet degree requirements.

A graduate who earns an AAS in Health Sciences degree from PCCUA is not eligible to seek licensure as a registered nurse by taking the NCLEX-RN licensure exam. This graduate does not meet the mandatory 23 general education and 40 nursing credit hours required for an AAS in Nursing at PCCUA.

Associate of Applied Science: Health Sciences (HS.AAS H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	**English / Fine Arts - 6 hours**	**Semester**	**Grade**
EH 113 (ENGL 1013)	Composition I		
EH 123 (ENGL 1023)	Composition II		
Group II (ACTS)	**Social Science - 3 hours**	**Semester**	**Grade**
PSY 213 (PSYC 1103)	General Psychology		
Group III (ACTS)	**Sciences / Math – 11 Hours**	**Semester**	**Grade**
	8 hours of the following		
BY 154 (BIOL 2404)	Anatomy and Physiology I		
BY 164 (BIOL 2414)	Anatomy and Physiology II		
	3 hours of the following	**Semester**	**Grade**
MS 123 (MATH 1103)	College Algebra		
Group VI	**Physical Education – None Required**	**Semester**	**Grade**
Group V (ACTS)	**Computer Technology - 3 hours**	**Semester**	**Grade**
CT	Any approved 3 credit hour course		
Group VI	**Required Courses - 28 Hours**	**Semester**	**Grade**
NG 107	Concepts of Nursing Care for Patients with Chronic, Stable Conditions		
NG 209	Concepts of Nursing Care for Patients with Acute, Stable Conditions		
NG 312	Concepts of Nursing Care for Patients with Chronic and Acute, Unstable Conditions		
Electives (ACTS)	**Approved Electives – 9 Hours**	**Semester**	**Grade**
NG 123	Normal Nutrition		
NG 223	Pharmacology for Nurses		
NG 133	Dosage Calculation for Nurses		
NG 1011	Special Topics in Nursing I		
NG 1021	Special Topics in Nursing II		
NG 2031	Special Topics in Nursing III		
NG 2041	Special Topics in Nursing IV		
SY 213 (SOCI (1013)	Fundamentals of Sociology		
BY 224 (BIOL 2004)	Microbiology		
SP 243 (SPCH 1003)	Speech		
PSY 223 (PSYC 2103)	Human Growth and Development		
PHIL 153 (PHIL 1103)	Philosophy		
HY 213 (HIST 2113)	US History to 1877		
HY 223 (HIST 2123)	US History since 1877		
BMGT 283 (BUSI 2103)	Business Statistics		

Program/Graduation Requirements		
Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

MEDICAL LABORATORY TECHNOLOGY (MLT.AAS H)

The MLT curriculum, which leads to an Associate of Applied Science degree, is an integrated program of technical courses in medical laboratory science, fundamental courses in natural science, and complementary humanities and social sciences. A minimum grade of "C" is required in each medical laboratory science course. The MLT program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences. Program graduates are eligible to apply to take the national certification examination for MLT. Applicants should be aware violation of any federal, state, or local drug law or conviction of a crime may prohibit the student from entering a clinical agency to care for clients. In addition, clinical facilities also may require a criminal background check and/or drug test as a condition of clinical practice in the respective facility. Inability to complete the clinical course because of failure to meet these requirements will result in course failure.

The National Accrediting Agency for Clinical Laboratory Sciences (NAACLS) is also a resource for information regarding the program. Individuals may contact NAACLS at: 5600 N. River Rd., Suite 720, Rosemont, IL 60018-5119, Phone: 1-773.714.8880, Fax: 1-773.714.8886, Email: info@naacls.org, Website: http://www.naacls.org.

Admission
Students are admitted to the Helena-West Helena campus every year. Application must be made to the MLT program. Students who wish to be considered for admission to the MLT program must meet the following criteria:

1. Fulfill all college admission requirements.
2. Be at least 18 years of age.
3. Submit official high school transcript documenting graduation from high school or official Arkansas High School Diploma/ GED certificate and official transcripts from all previously attended colleges to the Registrar's Office and MLT Program Director.
4. Document a minimum 2.0 cumulative grade point average in all courses taken at PCCUA.
5. Provide SAT, ACT, or NG ACCUPLACER scores taken within the last four (4) years that meet the minimum skill level in reading, math, and English or complete all required developmental courses prior to making application to the MLT program.
6. Submit completed application to the MLT Program on the Helena-West Helena campus. The application must be received by the MLT Program Director on the Helena-West Helena campus by June 1st.
7. Students who speak English as a second language must also take the NG ACCUPLACER ESL Exam to prove proficiency in English. The following scores are required in each category.
   - Listening: minimum score of 106
   - Reading: minimum score of 116
   - WritePlacer ESL: minimum score of 5
8. Rare exception to the admission policy may be made by the Faculty Committee.

All students who meet minimum criteria will be accepted unless the number of qualified applicants exceeds space available. This means **MEETING THE MINIMUM CRITERIA FOR ADMISSION OR TAKING COURSES REQUIRED FOR THE MLT DEGREE DOES NOT GUARANTEE ADMISSION TO THE MLT PROGRAM.**

When the number of qualified applicants exceeds space available, the selection process will be implemented, and admission will become competitive.

Applicants not selected for admission and/or applicants who elect not to enroll in the fall MLT class must repeat the application process that includes submitting a new application to the MLT program.

Selection Process
1. Qualified applicants will be ranked according to the following criteria:
   - For applicants with college credit, quality points earned on courses taken at all colleges previously attended or
   - For applicants with high school credits only, quality points earned in high school for all completed science and math courses

2. When two (2) or more applicants have an equal number of total points, applicants will be admitted according to the date and time the application was received in the Medical Laboratory Technology office on the Helena-West Helena campus.

3. Quality points for repeated courses will be determined by the most recent grade with three (3) quality points subtracted for each repetition.

4. Applicants initially not selected for admission will be placed on an alternate list in order of total quality points earned. Spaces that become available before the first day of fall classes will be filled from the alternate list.

Enrollment Process
Before enrolling in the MLT program, the student must provide the following documents:
1. Completed Health Statement
2. Proof of immunization compliance
   - Current Td
   - Two (2) Varicella or positive titer
   - Two (2) MMR, if born after 1957 or positive titers
   - Initiation of Hepatitis B series or a positive titer
3. Proof of TB skin test within the last year
4. Signed Communicable Disease Statement
5. Current US Federal or State issued photo ID (driver's license, military ID, passport)
6. Proof of liability insurance

After Enrollment
Proof of Influenza (flu) immunization is required by November 1st of the fall semester.

Policies for Progression for Students Admitted in the Medical Laboratory Technology Program

1. Students in the MLT program must obtain permission from the Director of the MLT program to take required courses for transfer at another college, **before** enrolling in the course the student expects to transfer to PCCUA.
2. Once admitted to the Medical Laboratory Technology program, students should complete the required curricular pattern within 150% of the time (6 semesters).
3. Students must complete pre-requisites or corequisite general education courses before or with corequisite MLS courses
4. A minimum grade of "C" is mandatory in all required MLS courses and in the following general education courses:
   - BY 103, Intro to Anatomy
   - CY 104, Chemistry for Health Sciences: An Introduction to Chemistry
   - BY 154, Anatomy & Physiology I
   - MS 123, College Algebra
5. A minimum of 70% of tests in each MLS course must be passed to successfully complete the course and progress to the next level.
6. Students admitted for the first time to the Medical Laboratory Technology program are allowed a maximum of one readmission to the Program. No required MLS course may be repeated more than one time.
7. A grade of "C" or better is required in all repeated MLS courses to progress to the next level or graduation.
8. MLS courses older than three (3) years will not count toward meeting curricular requirements for graduation from the Medical Laboratory Technology program.
9. Science and math courses taken more than five (5) years before admission to the Medical Laboratory Technology program must be repeated.
10. Required MLS courses must be taken in the sequence specified in the Medical Laboratory Technology curricular pattern. Failure in a MLS course makes the student ineligible to progress until the course is successfully completed.
11. General education courses may be taken earlier than prescribed or as prescribed in the *College Catalog*.
12. MLS courses with a clinical component may not be audited.
13. All MLT students are required to have a current American Heart Association Basic Life Support CPR card before enrolling in respective MLT courses. The card must remain current **throughout** enrollment in MLT courses. Certification expiring mid semester must be renewed **before** entry into the respective semester. **Electronic certification or recertification is NOT accepted**.
14. Students enrolled in the Medical Laboratory Technology program must be familiar with all policies in the current College Catalog, student handbooks, and posted on the PCCUA Web. The Student Handbook is available in the Registrar's Office. The Medical Laboratory Technology program supplies the Medical Laboratory Technology Student Handbook upon enrollment and at the beginning of each academic year.

Associate of Applied Science: Medical Laboratory Technology (MLT.AAS H)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	**English / Fine Arts - 6 hours**	**Semester**	**Grade**
EH 113 (ENGL 1013)	Composition I	Level I	
EH 123 (ENGL 1023)	Composition II	Level II	
Group II (ACTS)	**Social Science - 3 hours**	**Semester**	**Grade**
PSY 213 (PSYC 1103)	General Psychology	Summer after Level II	
SY 213 (SOCI 1013)	Fund of Sociology		
HY 163 (HIST 1113) or HY 173 (HIST 1123)	World Civilizations I World Civilizations II		
HY 213 (HIST 2113) or HY 223 (HIST 2123)	U.S. History I or U.S. History II		
ES 213 (ECON 2103)	Macroeconomics		
ES 223 (ECON 2203)	Microeconomics		
PLS 213 (PLSC 2003)	American Federal Government		
Group III (ACTS)	**Sciences / Math – 14 hours**	**Semester**	**Grade**
	11 hours of the following		
BY 103	Intro to Anatomy and Physiology	Level I	
CY 104 (CHEM 1214)	Chemistry I for Health Sciences: An Introduction to Chemistry	Level I	
BY 155 (BIOL 2404)	Anatomy & Physiology I	Level II	
	3 hours of the following	**Semester**	**Grade**
MS 123 (MATH 1103)	College Algebra	Level I	
Group IV	**Physical Education - None Required**	**Semester**	**Grade**
Group V (ACTS)	**Computer Technology – 3 hours**	**Semester**	**Grade**
CT 113 (CPSI 1003)	Computer Information Systems	Level III	
Group VI	**Required Courses - 43 hours**	**Semester**	**Grade**
MLS 114	MLS Fundamentals	Fall, Level I	
MLS 125	Hematology and Coagulation	Spring, Level II	
MLS 135	Immunology and Immunohematology	Spring, Level II	
MLS 205	Clinical Chemistry	Fall, Level III	
MLS 215	Pathogenic Microbiology	Fall, Level III	
MLS 202	Phlebotomy	Fall, Level III	
MLS 212	Instrumentation	Fall, Level III	
MLS 223	Clinical Experience I	Spring, Level IV	
MLS 243	Clinical Experience II	Spring, Level IV	
MLS 263	Clinical Experience III	Spring, Level IV	
MLS 283	Clinical Experience IV	Spring, Level IV	
MLS 213	Selected Topics	Spring, Level IV	

- Courses with a MLS prefix must be taken in the sequence prescribed.
- General education courses may be taken earlier than prescribed or as a prescribed co-requisite.

Program/Graduation Requirements

Total Program Hours	**69 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

APPLIED TECHNOLOGY

Revised June 2023

Associate of Applied Science: Construction Technology (CONTEC.AAS H)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	**English / Fine Arts – 9 Hours**	**Semester**	**Grade**
EH 113 (ENGL 1013)	Composition I		
EH 123 (ENGL 1023)	Composition II		
SP 243 (SPCH 1003) or BAN 263 (BUSI 2013)	Fundamentals of Speech or Business Communication		
Group II (ACTS)	**Social Sciences – 3 Hours**	**Semester**	**Grade**
PSY 213 (PSYC 1103)	General Psychology		
SY 213 (SOCI 1013)	Fundamentals of Sociology		
Group III (ACTS)	**Science / Mathematics – 3 Hours**	**Semester**	**Grade**
MS 123 (MS 1103)	College Algebra		
MS 143	Technical Mathematics		
MS 193 (MS 1113)	Quantitative Reasoning		
Group IV	**Physical Education – None Required**		
Group V (ACTS)	**Computer Technology – 3 Hours**	**Semester**	**Grade**
CT 113 (CPSI 1003)	Computer Information Systems		
Group VI	**Required Courses – 35 Hours**	**Semester**	**Grade**
CC 103	Construction I		
CC 113	Construction II		
CC 001	Construction Lab		
IT 113	Industrial Safety and Sanitation		
IT 133	Industrial Electricity		
IT 001	Industrial Electricity Lab		
IT 163	Basics of Blueprints and Industrial Measurements		
IT 223	Principles of HVAC		
WG 115	Introduction to Welding		
WG 125	Arc Welding I		
WG 145	Inert Gas Welding I		
Electives	**Electives – 7 Hours**	**Semester**	**Grade**
WG 135	Arc Welding II		
WG 165	Inert Gas Welding II		
IT 1203	Intro to Manufacturing		
PEAC 142	Fitness Concepts		

Program/Graduation Requirements		
Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Associate of Applied Science: General Technology (Manufacturing Emphasis) (GENTEC.AAS D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	**English / Fine Arts – 9 Hours**	**Semester**	**Grade**
EH 113 (ENGL 1013)	Composition I		
EH 123 (ENGL 1023)	Composition II		
SP 243 (SPCH 1003)	Fundamentals of Speech		
Group II (ACTS)	**Social Sciences – 3 Hours**	**Semester**	**Grade**
PSY 213 (PSYC 1103)	General Psychology		
SY 213 (SOCI 1013)	Fundamentals of Sociology		
Group III (ACTS)	**Science / Mathematics – 3 Hours**	**Semester**	**Grade**
MS 123 (MATH 1103)	College Algebra		
MS 143	Technical Math		
MS 193 (MATH 1113)	Quantitative Reasoning		
Group IV	**Physical Education – None Required**		
Group V (ACTS)	**Computer Technology – 3 Hours**	**Semester**	**Grade**
CT 113 (CPSI 1003)	Computer Information Systems		
Group VI	**Required Courses – 39 Hours**	**Semester**	**Grade**
IT 113	Industrial Safety and Sanitation		
IT 133	Industrial Electricity		
IT 001	Industrial Electricity Lab		
IT 163	Basics of Blueprints & Industrial Measurements		
IT 214	Intro to PLC		
IT 223	Principles of HVAC		
IT 243	Industrial Fluid Mechanics		
IT 273	Principles of Industrial Machines		
IT 1203	Intro to Manufacturing		
IT 1213	Design for Manufacturing		
IT 1223	Manufacturing Production Processes		
IT 1233	Manufacturing Power & Equipment		
IT 101	Manufacturing Power & Equipment Lab		
IT 1273	Engineering Design and Problem Solving		
Electives	**Electives – 3 Hours**	**Semester**	**Grade**
WG 115	Intro to Welding		
WG 1153	Intro to Welding I		
PE 223	Health and Safety		
PE 243	First Aid		
PEAC 143	Concepts of Fitness and Wellness		

Program/Graduation Requirements		
Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Associate of Applied Science: Graphic Communications (GRCOM.AAS D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	**English / Fine Arts – 9 Hours**	**Semester**	**Grade**
EH 113 (ENGL 1013)	Composition I		
EH 123 (ENGL 1023)	Composition II		
SP 243 (SPCH 1003)	Fundamentals of Speech		
Group II (ACTS)	**Social Sciences – 3 Hours**	**Semester**	**Grade**
PSY 213 (PSYC 1103)	General Psychology		
SY 213 (SOCI 1013)	Fundamentals of Sociology		
Group III (ACTS)	**Science / Mathematics – 3 Hours**	**Semester**	**Grade**
MS 123 (MATH 1103)	College Algebra		
MS 143	Technical Math		
MS 193 (MATH 1113)	Quantitative Reasoning		
Group IV	**Physical Education – None Required**		
Group V (ACTS)	**Computer Technology – 3 Hours**	**Semester**	**Grade**
CT 113 (CPSI 1003)	Computer Information Systems		
PR 274	Computer Graphics		
Group VI	**Required Courses – 42 Hours**	**Semester**	**Grade**
ART 133 or PR 133	Freehand Drawing or Illustration I		
ART 143 or PR 143	Drawing or Illustration II		
ART 263	Art Seminar		
CT 233	Programming/Coding for Web Design		
NT 253	Digital Imaging I		
NT 273	Digital Imaging II		
PR 103	Graphic Art & Design I		
PR 113	Graphic Art & Design II		
PR 114	Printmaking		
PR 123	Typography		
PR 164	Digital Photography		
PR 224	Two-Dimensional Design		
PR 233	Printing Layout & Design		

Program/Graduation Requirements		
Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

BEHAVIORAL HEALTH

Reviewed June 2023

Associate of Applied Science: Behavioral Health Technology (BEHEA.AAS D-H-S)

Name				Student ID		Phone	
Address				Major		Email	

Group I (ACTS)	**English / Fine Arts – 9 Hours**	**Sem**	**Grade**	**Group V (ACTS)**	**Computer Technology – 3 Hours**	**Sem**	**Grade**
EH 113 (ENGL 1013)	Composition I			CT 113 (CPSI 1003)	Computer Information Systems OR		
EH 123 (ENGL 1023)	Composition II				3 Hours of Technology Electives		
SP 243 (SPCH 1003)	Fund of Speech			**Specialized Course Requirements – 21 Hours**		**Sem**	**Grade**
Group II (ACTS)	**Social Science – 12 Hours**	**Sem**	**Grade**	BH 103	Health Care & Delivery (F)		
PSY 213 (PSYC 1103)	General Psychology			BH 113	Chronic & Infectious Diseases (SP)		
PSY 223 (PSYC 2103)	Human Growth & Development			BH 123 (SOCI 2013)	Theories/Treat. of Social Problems (SP)		
SY 213 (SOCI 1013)	Sociology			BH 133	Behavioral Health Issues (F)		
SY 223	The Family			BH 143	Practicum in BH		
Group III (ACTS)	**Science / Math – 6 Hours**	**Sem**	**Grade**	BH 153	Practicum Seminar		
	Science – 3 Hours from the following			OT 113	Medical Terminology		
BY 103	Intro to Anatomy/Physiology				(F) Fall		
	Math – 3 Hours from the following	**Sem**	**Grade**		(SP) Spring		
MS 123 (MATH 1103)	College Algebra			**Electives**	**Approved Electives – 6 Hours**	**Sem**	**Grade**
MS 143	Technical Math			Electives from any of the approved electives in the AA transfer program to total 60 hours			
MS 193 (MATH 1113)	Quantitative Reasoning						
Group IV (ACTS)	**Physical Education - 3 Hours**	**Sem**	**Grade**				
PE 223 (HEAL 1003)	Health & Safety						

Program/Graduation Requirements		
Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

BUSINESS

Reviewed June 2023

Associate of Applied Science: Business Management (BUSMG.AAS D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	**English / Fine Arts – 6 Hours**	**Semester**	**Grade**
EH 113 (ENGL 1013)	Composition I		
EH 123 (ENGL 1023)	Composition II		
Group II (ACTS)	**Social Sciences – 6 Hours**	**Semester**	**Grade**
ES 213 (ECON 2103)	Macroeconomics		
ES 223 (ECON 2203)	Microeconomics		
Group III (ACTS)	**Science / Mathematics – 3 Hours**	**Semester**	**Grade**
MS 123 (MATH 1103)	College Algebra		
MS 143	Technical Math		
MS 193 (MATH 1113)	Quantitative Reasoning		
Group IV	**Physical Education – None Required**		
Group V (ACTS)	**Computer Technology – 3 Hours**	**Semester**	**Grade**
CT 113 (CPSI 1003)	Computer Information Systems		
Group VI (ACTS)	**Required Courses – 42 Hours**	**Semester**	**Grade**
BAN 113 (BUSI 1013)	Introduction to Business		
BAN 213 (ACCT 2003)	Principles of Accounting I		
BAN 223 (ACCT 2013)	Principles of Accounting II		
BAN 233 (BLAW 2003)	Legal Environment of Business		
BAN 263 (BUSI 2013)	Business Communication		
BAN 283	Computerized Accounting		
BMGT 233	Principles of Management		
BMGT 273	Business Management Internship		
BMGT 283 (BUSI 2103)	Business Statistics		
CT 1233	Advanced MS Office Applications		
CT 1283	Integrated Office Projects		
CT 233	Programming/Coding for Web Design		
CT 273	Relational Database		
OT 133 (BUSI 1103)	Keyboarding/Document Processing		

Program/Graduation Requirements		
Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Associate of Applied Science: Information Systems Technology (IS.AAS D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	**English / Fine Arts – 6 Hours**	**Semester**	**Grade**
EH 113 (ENGL 1013)	Composition I		
EH 123 (ENGL 1023)	Composition II		
Group II (ACTS)	**Social Sciences – 3 Hours**	**Semester**	**Grade**
ES 213 (ECON 2103)	Macroeconomics		
PSY 213 (PSYC 1103)	General Psychology		
SY 213 (SOCI 1013)	Fundamentals of Sociology		
Group III (ACTS)	**Science / Mathematics – 3 Hours**	**Semester**	**Grade**
MS 123 (MATH 1103)	College Algebra		
MS 143	Technical Math		
MS 193 (MATH 1113)	Quantitative Reasoning		
Group IV	**Physical Education – None Required**		
Group V (ACTS)	**Computer Technology – 3 Hours**	**Semester**	**Grade**
CT 113 (CPSI 1003)	Computer Information Systems		
Group VI (ACTS)	**Required Courses – 30 Hours**	**Semester**	**Grade**
BAN 263 (BUSI 2013)	Business Communication		
CT 163	Introduction to Programming		
CT 173	Network Administration		
NT 123	MS Networking Essentials		
NT 133	Help Desk Support		
NT 143	Linux Operating Systems		
NT 163	Introduction to Cloud Computing		
NT 173	Introduction to Virtualization		
NT 193	Maintaining & Managing PCs		
NT 213	Information Security Essentials: Introduction to Cyber Security		

Select From Information Systems Technology Degree Options

PCCUA (ACTS)	**Programming/Coding Option 15 Hours**	**Sem**	**Grade**	**PCCUA (ACTS)**	**Cyber Security Option 15 Hours**	**Sem**	**Grade**
CT 233	Prog./Coding for Web Design			CYS 103	Scripting Fundamentals		
CT 263	Coding in Java/Java Script			CYS 113	Advanced Linux Operating Sys.		
CT 273	Relational Database Apps			CYS 123	Intrusion Detection/Prevention		
CT 293	Programming/Coding in C#			CYS 133	Network Security Fundamentals		
CT 1243	Web Applications Coding			CYS 143	Ethical Hacking/Networking Def.		

Program/Graduation Requirements

Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

PHILLIPS COMMUNITY COLLEGE

Associate of Applied Science: Medical Office Technology (OT.AAS D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	**English / Fine Arts – 6 Hours**	**Semester**	**Grade**
EH 113 (ENGL 1013)	Composition I		
EH 123 (ENGL 1023)	Composition II		
Group II (ACTS)	**Social Sciences – 3 Hours**	**Semester**	**Grade**
ES 213 (ECON 2103)	Macroeconomics		
PSY 213 (PSYC 1103)	General Psychology		
SY 213 (SOCI 1013)	Fundamentals of Sociology		
Group III (ACTS)	**Science / Mathematics – 3 Hours**	**Semester**	**Grade**
MS 123 (MATH 1103)	College Algebra		
MS 143	Technical Math		
MS 193 (MATH 1113)	Quantitative Reasoning		
Group IV	**Physical Education – None Required**		
Group V (ACTS)	**Computer Technology – 3 Hours**	**Semester**	**Grade**
CT 113 (CPSI 1003)	Computer Information Systems		
Group VI	**Required Courses – 39 Hours**	**Semester**	**Grade**
BAN 213 (ACCT 2003)	Principles of Accounting I		
BAN 263 (BUSI 2013)	Business Communication		
BAN 283	Computerized Accounting		
BY 103	Intro to Anatomy		
CT 1233	Advanced MS Office Applications		
CT 1283	Integrated Office Projects		
OT 113	Medical Terminology I		
OT 123	Medical Terminology II		
OT 133 (BUSI 1103)	Keyboarding/Document Processing		
OT 153	Intro to Medical Coding		
OT 203	Electronic Health Records		
OT 263	Intermediate Medical Coding		
OT 1213	Medical Office Internship		
	Approved Electives – 6 Hours	**Semester**	**Grade**
BAN 113	Intro to Business		
BAN 223 (ACCT 2013)	Principles of Accounting II		
BMGT 233	Principles of Management		
CT 233	Web Design		
CT 273	Relational Database		
NT 133	Help Desk Support		
NT 193	Maintaining and Managing PCs		

Program/Graduation Requirements		
Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

CRIMINAL JUSTICE

Reviewed June 2023

Associate of Applied Science: Criminal Justice (CJI.AAS D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	**English / Fine Arts – 9 Hours**	**Sem**	**Grade**	**Group V (ACTS)**	**Computer Technology-3 Hours**	**Sem**	**Grade**
	9 Hours from the following			CT 113 (CPSI 1003)	Computer Information Systems		
EH 113 (ENGL 1013)	Composition I			CT 153	Computer Operating Systems		
EH 123 (ENGL 1023)	Composition II			**Group VI**	**Criminal Justice– 30 Hours**	**Sem**	**Grade**
SP 243 (SPCH 1003)	Fund of Speech			CJI 103	Law Enforcement		
Group II (ACTS)	**Social Science-12 Hours**	**Sem**	**Grade**	CJI 113	Introduction to Criminal Justice		
BH 123 (SOCI 2013)	Theories and Treatments of Social Problems			CJI 123	Advanced Law Enforcement		
PLS 213 (PLSC 2003)	Am Federal Government			CJI 143	Juvenile Justice		
PSY 213 (PSYC 1103)	General Psychology			CJI 163	Correction Systems and Practices		
SY 213 (SOCI 1013)	Fundamentals of Sociology			CJI 213	Legal Aspects of Law Enforcement		
Group III (ACTS)	**Science / Math – 3 Hours**	**Sem**	**Grade**	CJI 233	Criminal Procedures and Evidence		
MS 143	Technical Math			CJI 243	Investigation and Courtroom Protocols		
MS 123 (MATH 1103)	College Algebra			CJI 263	Criminology		
MS 193 (MATH 1113)	Quantitative Reasoning			CJI 273	Criminal Justice Internship		
Group IV (ACTS)	**Physical Education – 0 Hours**	**Sem**	**Grade**	**Electives**	**Approved Electives-3 Hours**	**Sem**	**Grade**
				CJI 1113	Foundations Criminal Justice		
				CJI 1123	Special Topics in Advanced Law Enforcement		
					Other Approved Electives		

Program/Graduation Requirements		
Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

EARLY CHILDHOOD EDUCATION

Reviewed June 2023

Associate of Applied Science: Early Childhood Education (ECED.AASD-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	**English / Fine Arts – 6 Hours**	**Semester**	**Grade**
EH 113 (ENGL 1013)	Composition I		
EH 123 (ENGL 1023)	Composition II		
Group II (ACTS)	**Social Science – 9 Hours**	**Semester**	**Grade**
PSY 213 (PSYC 2003)	General Psychology		
SY 213 (SOCI 1013)	Sociology		
SY 223 (PSYC 2103)	The Family		
Group III (ACTS)	**Science / Math – 3 Hours**	**Semester**	**Grade**
MS 123 (MATH 1103) OR	College Algebra OR		
MS 143 OR	Technical Mathematics OR		
MS 193 (MATH 1113)	Quantitative Reasoning		
Group IV (ACTS)	**Physical Education – 3 Hours**	**Semester**	**Grade**
ECD 113	Health, Safety & Nutrition		
Group V (ACTS)	**Computer Technology – 3 Hours**	**Semester**	**Grade**
EN 213	Computers in Education OR		
	Three hours of CT electives		
Group VI (ACTS)	**Required Courses – 35 Hours**	**Semester**	**Grade**
ECD 1001	Field Experience		
ECD 1003	Fundamentals of Childcare		
ECD 1101	Field Experience II		
ECD 1103	Child Development		
ECD 1203	Applications of Childcare		
ECD 103	Foundations of ECE		
ECD 213	Child Guidance		
ECD 223	Math & Science/ECED		
ECD 243	Infants/Toddlers Curriculum		
ECD 253	Literacy & Language Arts		
ECD 263	Preschool Curriculum		
ECD 283	Future Perspectives		
ECD 293	Practicum		
Electives	**Approved Elective – 1 Hour**	**Semester**	**Grade**
SS 111	Student Success II OR		
	1-hour of advisor-approved electives		
EN 113	Intro to Education		

Program/Graduation Requirements		
Total Program Hours	**60 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS#)

Technical Certificates

Technical Certificate programs are usually one year in length with a major in an occupational area; career studies certificates require less than a full year of study in an occupational area. Certificate programs differ from associate degree programs because they are presented at a different educational level and are developed in response to employment needs identified by local curriculum advisory committees.

Allied Health

Phlebotomy

Practical Nursing

Applied Technology

Advanced Manufacturing

Construction Technology

Graphic Communications

Welding

Behavioral Health

Cosmetology

Early Childhood Education

Technical Certificate in Teaching

ALLIED HEALTH

PHLEBOTOMY (PHLE.TC H-S)

The Phlebotomy Program is a two (2) semester technical certificate program. The Phlebotomy Program is approved by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS). Graduates of the program are eligible to take the national phlebotomy certification examination.

Applicants should be aware that violation of any federal, state, or local drug law or conviction of a crime may prohibit the student from entering a clinical agency to care for clients. In addition, clinical facilities may require a criminal background check and/or drug test as a condition of clinical practice in the respective facility. Inability to complete the clinical course because of failure to meet these requirements will result in course failure.

The National Accrediting Agency for Clinical Laboratory Sciences (NAACLS) is also a resource for information regarding the program. One may contact NAACLS at: 5600 N. River Rd., Suite 720, Rosemont, IL 60018-5119, Phone: 1-773-714-8880, Fax: 1-773-714-8886, Email: info@naacls.org, Website: http://www.naacls.org.

Admission

Phlebotomy students are admitted every fall and spring semester to the Helena-West Helena campuses. Application must be made to the Phlebotomy program. Students who wish to be considered for admission to the Phlebotomy program must meet the following criteria:

1. Fulfill all college admission requirements
2. Be at least 18 years of age.
3. Submit official high school transcript documenting graduation from high school or official Arkansas High School Diploma/GED certificate and official transcripts from all previously attended colleges to the Registrar's Office and Phlebotomy Program Director.
4. Document a minimum 2.0 cumulative grade point average in all courses taken at PCCUA.
5. Provide SAT, ACT, or NG ACCUPLACER scores taken within the last four (4) years that meet the minimum skill level in reading, math, and English or complete all required developmental courses prior to making application to the Phlebotomy program.
6. Submit completed application to the Phlebotomy Program on the Helena-West Helena campus. The application must be received by the Phlebotomy Program Director on the Helena-West Helena campus by June 1st for fall admission or December 1st for spring admission.
7. Students who speak English as a second language must also take the NG ACCUPLACER ESL Exam to prove proficiency in English. The following scores are required in each category.
   - Listening: minimum score of 106
   - Reading: minimum score of 116
   - WritePlacer ESL: minimum score of 5
8. Rare exception to the admission policy may be made by the Faculty Committee.

All students who meet minimum admission criteria will be accepted unless the number of qualified applicants exceeds space available. This means **MEETING THE MINIMUM CRITERIA FOR ADMISSION OR TAKING COURSES REQUIRED FOR THE PLB TECHNICAL CERTIFICATE DOES NOT GUARANTEE ADMISSION TO THE PLB PROGRAM.** When the number of qualified applicants exceeds space available, the selection process will be implemented, and admission will become competitive.

Applicants not selected for admission and/or applicants who elect not to enroll in the phlebotomy class must repeat the application process that includes submitting a new application to the phlebotomy program.

Selection Process

1. Qualified applicants will be ranked according to the following criteria:
   - For applicants with college credit, quality points earned on courses taken at all colleges previously attended or
   - For applicants with high school credits only, quality points earned in high school for all completed science and math courses

2. When two or more applicants have an equal number of total points, applicants will be admitted according to the date and time the application was received in the Medical Laboratory Technology office on the Helena-West Helena campus.

3. Quality points for repeated courses will be determined by the most recent grade with three (3) quality points subtracted for each repetition.

4. Applicants initially not selected for admission will be placed on an alternate list in order of total quality points earned. Spaces that become available before the first day of fall classes will be filled from the alternate list.

Enrollment Process

Before enrolling in the Phlebotomy program, the student must provide the following documents:

1. Completed Health Statement
2. Proof of immunization compliance
   - Current Td
   - Two (2) Varicella or positive titer
   - Two (2) MMR, if born after 1957 or positive titers
   - Initiation of Hepatitis B series or positive titer
3. Proof of TB skin test within the last year
4. Signed Communicable Disease Statement
5. Current US Federal or State issued photo ID (driver's license, military ID, passport)
6. Proof of liability insurance

After Enrollment
Proof of Influenza (flu) immunization is required by November 1st of the fall semester.

Policies for Progression for Students Admitted in the Phlebotomy Curriculum

1. Students in the Phlebotomy program must obtain permission from the Director of the MLT program to take required courses for transfer at another college, **before** enrolling in the course the student expects to transfer to PCCUA.
2. Once admitted to the Phlebotomy program, students should complete the required curricular pattern within 150% of the time (3 semesters).
3. Students must complete pre-requisites or corequisite general education courses before or with corequisite phlebotomy courses.
4. Students admitted for the first time to the Phlebotomy program are allowed a maximum of one readmission to the program. No required PLB course may be repeated more than one time.
5. A minimum grade of "C" is mandatory in all required PLB courses and in the following general education courses:
   - BY 103, Intro to Anatomy
   - OT 113, Medical Terminology I
   - MS 143, Elementary Algebra or higher
6. A minimum of 70% of tests in PLB 114 and PLB 124 must be passed to successfully complete the course and progress to PLB 134.
7. Students who fail to earn a minimum grade of "C" in both PLB 114 and PLB 124 must withdraw from the corequisite course, PLB 134.
8. Students who fail to earn a minimum grade of "C" in PLB 134 must repeat all required corequisite courses, PLB 114 and PLB 124 regardless of the previous grade earned.
9. General education courses may be taken earlier than prescribed or as prescribed in the College Catalog.
10. Science and math courses taken more than five (5) years before admission to the Phlebotomy program must be repeated.
11. Phlebotomy courses with a clinical component may not be audited.
12. All phlebotomy students are required to have a current American Heart Association Basic Life Support CPR card before enrolling in respective PLB courses. The card must remain current throughout enrollment in PLB courses. Certification expiring mid semester must be renewed before entry into the respective semester. **Electronic certification or recertification is NOT accepted.**
13. Students enrolled in the Phlebotomy program must be familiar with all policies in the current College Catalog, student handbooks, and posted on the PCCUA Web. The Student Handbook is available in the Registrar's Office. The Phlebotomy program supplies the Phlebotomy Student Handbook upon enrollment and at the beginning of each academic year.

Technical Certificate: Phlebotomy (PHLE.TC H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	**English / Fine Arts – 3 hours**	**Semester**	**Grade**
EH 113 (ENGL 1013)	Composition I	Level I	
Group II	**Social Science – None Required**	**Semester**	**Grade**
Group III	**Sciences / Math – 3 hours of the following**	**Semester**	**Grade**
BY 103	Intro to Anatomy and Physiology	Level I	
	3 hours of the following	**Semester**	**Grade**
MS 1023 with MS 1002	Elementary Algebra or college level math	Level I	
Group IV	**Physical Education – None Required**	**Semester**	**Grade**
Group V (ACTS)	**Computer Technology – 3 hours**	**Semester**	**Grade**
CT 113 (CPSI 1003)	Computer Information Systems	Level I	
Group VI	**Required Courses – 15 Hours**	**Semester**	**Grade**
OT 113	Medical Terminology I	Level I	
PLB 114	Phlebotomy Procedures	Level II	
PLB 124	Special Techniques	Level II	
PLB 134	Phlebotomy Skills	Level II	

Level I courses must be in progress or completed before making an application to the Phlebotomy Program.

Program/Graduation Requirements		
Total Program Hours	**27 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

NURSING (PN) (NGPN.TC D-H)

The Practical Nursing Program is designed to prepare qualified individuals to meet community nursing needs and perform those functions which are recognized as being within the scope of practical nursing and where the skill of registered nurses is not required.

The Arkansas State Board of Nursing approves the Practical Nursing Program. Graduates are eligible to submit an application to write the National Council Licensing Examination for Practical Nurses (NCLEX-PN). Applicants should be aware that violation of any federal, state, or local drug law or conviction of a crime might preclude licensure as a practical nurse. The Arkansas State Board of Nursing requires a state and federal criminal background check before processing an application for initial licensure. Graduation from the Practical Nursing Program at Phillips Community College of the University of Arkansas **does not guarantee approval from the Arkansas State Board of Nursing or from another respective state board of nursing to take the licensure examination.** For Arkansas residents, please read the Arkansas Nurse Practice Act, which can be accessed on line at: https://www.arsbn.org/nurse-practice-act. Clinical facilities may also require a criminal background check and/or drug test as a condition of clinical practice in the respective facility. If a clinical facility denies a student permission to participate in patient care in that facility and the student cannot be placed in another clinical agency, the student must withdraw from the nursing course and required corequisite nursing course. The Arkansas State Board of Nursing (ARSBN) can be contacted at: University Tower Building, Suite 800, 1123 S. University Avenue, Little Rock, AR 72204-1619, Phone: 1-501-686-2700, Fax: 1-501-686-2714, Website: http://www.arsbn.org.

Admission

Students are admitted to the Practical Nursing Program (PN) every third semester on the Helena-West Helena and DeWitt campuses. Students who wish to be considered for admission to the PN Program must meet the following criteria:

1. Fulfill all college admission requirements.
2. Be at least 18 years of age.
3. Submit official high school transcript documenting graduation from high school or official Arkansas High School Diploma/GED certificate and official transcripts from **all** previously attended colleges to the Registrar's Office and PN Program Coordinator. These documents must be received in the Nursing Department on the DeWitt campus by the application deadline date.
4. Document a minimum 2.0 cumulative grade point average in all courses taken at PCCUA.
5. Complete EH 113 (ENGL 1013), Composition I and MS 143 Technical Math or MS 1123, Intermediate Algebra, or higher, with a grade of "C" or better. Applicants who repeat EH 113 (ENGL 1013) or MS 1123, MS 143 or higher more than one (1) time in the past five (5) years to remove a grade of "D", "F", "W", or "EW" will not be considered for admission.
6. Document a total 9th grade reading level on the Nelson-Denny Reading Test by **the application deadline**. The Nelson-Denny Reading Test must be taken at PCCUA within three (3) months of: (1) the PN program application deadline for regular applicants, or (2) submission of a late application to the program. Students on the Helena-West Helena campus should contact the Advising Center to schedule a time to take the Nelson-Denny Reading Test. Students on the DeWitt campus should contact the PN Program Coordinator on the DeWitt Campus to schedule a time to take the Nelson-Denny Reading Test. The Nelson-Denny Reading test may **only** be taken **once** per application year.
7. Document a minimum score of **47** on the ATI Critical Thinking Exam by **the application deadline**. This exam must be taken at PCCUA within three (3) months of: (1) the PN program application deadline for regular applicants or (2) submission of a late application to the program. Students on the Helena-West Helena campus should contact the Advising Center to schedule a time to take the ATI Critical Thinking Exam. Students on the DeWitt campus should contact the PN Program Coordinator on the DeWitt campus to schedule a time to take the ATI Critical Thinking Exam. The ATI Critical Thinking Exam may **only** be taken **once** per application year.
8. Submit a completed PN Program application to the PN Program Coordinator on the DeWitt campus. The application must be in the Nursing Department on the DeWitt campus by June 1st for admission to the fall semester and October 1st for admission to the spring semester.
9. BY 154 and BY 164 with a grade of "C" or better taken within the last five (5) years may be substituted for PNP 103 prior to admission to the PN program.
10. Students who speak English as a second language and take the NG ACCUPLACER ESL Exam to prove proficiency in English. The following scores are required in each category.
    - Listening: minimum score of 106
    - Reading: minimum score of 116
    - WritePlacer ESL: a minimum score of 5
11. Rare exceptions for individuals seeking admission may be made by the Faculty Committee.

All students who meet minimum admission criteria will be accepted unless the number of qualified applicants exceeds space available. This means **MEETING THE MINIMUM CRITERIA FOR ADMISSION OR TAKING COURSES REQUIRED FOR THE TECHNICAL CERTIFICATE DOES NOT GUARANTEE ADMISSION TO THE PN PROGRAM.**

When the number of qualified applicants exceeds space available, the selection process will be implemented, and admission will become competitive.

Selection Process

1. Qualified applicants will be ranked from highest to lowest by the score earned on the ATI Critical Thinking Exam.
2. When two (2) or more applicants have an equal score on the ATI Critical Thinking Exam, applicants will be admitted according to the date and time the application was received in the Nursing Department Office on the DeWitt campus.
3. Students initially not selected, will be placed on a waiting list from highest to lowest by the score earned on the ATI Critical Thinking Exam, and the date and time the application was received. Spaces that become available before the first day of classes will be filled from the waiting list.
4. Applicants not selected for admission and/or applicants who elect not to enroll in the Practical Nursing Program must repeat the application process which includes but is not limited to: submitting a new application to the Practical Nursing Program as well as repeating the Nelson-Denny Reading and ATI Critical Thinking exams within three (3) months of the application deadline.

Admission After Application Deadline

When space is available, qualified applicants who apply after the deadline will be considered for admission on a first-come, first-served basis.

Enrollment Process

Before enrolling in first semester PN courses, the student must provide the following documents:

1. Completed Health Statement
2. Proof of immunization compliance
   - Current Td or Tdap
   - Two (2) Varicella or a positive titer
   - Two (2) MMRs, if born after 1957 or positive titers
   - Initiation of Hepatitis B series or a positive titer
3. Proof of TB skin test (Must be valid for the entire fall and spring academic year.)
4. Signed Communicable Disease Statement
5. Current US federal or state issued photo ID, examples include:
   - US passport
   - US military ID
   - State driver's license
6. Proof of professional liability insurance (Must be valid for the entire fall and spring academic year.)
7. Attend scheduled mandatory orientation session for nursing the week of fall or spring registration.

No late enrollment is allowed. Students are expected to furnish their own transportation to and from the clinical area.

After Enrollment

Proof of Influenza (flu) immunization is required by November 1st of each academic year.

Students admitted to the PN program on the distance Helena-West Helena campus are expected to come on occasion to the DeWitt campus to participate in scheduled program activities.

Alternate Admission

The number of unfilled spaces for each class is determined by availability of faculty and clinical facilities.

Students may also enter the program by transferring from another practical nursing program or as re-entry as space allows.

1. Transfer students are those who left another nursing program and are seeking to enroll with or without advanced placement in the PCCUA program.
   - Transfer students will not receive an application for admission to the PN Program until the PN Program Coordinator receives a letter of good standing from the Director/Chair/Dean of the program from which the student is transferring. Good standing is defined as being eligible for enrollment in the program from which the student is transferring.
   - Transfer students must contact the PN Program Coordinator to discuss placement in the program.
2. Applications may be obtained from the PN Program Coordinator on the DeWitt campus.
3. The completed application must be received in the office of the PN Program Coordinator on the DeWitt campus no later than **June 1st** to be considered for admission to the fall semester or **October 1st** to be considered for admission to the spring semester. No late applications will be accepted.
4. Students seeking admission by transfer will be ranked from highest to lowest by the score earned on the ATI Critical Thinking Exam and admitted on a 1:1 ratio with students seeking readmission until either group or space available is exhausted.
5. When two (2) or more transfer applicants have an equal score on the ATI Critical Thinking Exam, applicants will be admitted according to the date and time the application was received in the Nursing Department Office on the DeWitt campus.
6. Applicants who are not selected or who elect not to enroll must complete the entire admission process which includes, but is not limited to: (1) submitting another application to the program, (2) repeating the Nelson-Denny Reading ***and*** ATI Critical Thinking Exams within three (3) months of the application deadline, (3) meeting Drug Dosage Calculation Exam requirements, and (4) demonstrating Level I skill competency requirements to be considered again.
7. Rare exceptions to the Alternate Admission Policy can be made by the Faculty Committee.

Skill Competency Exam

Demonstration of skill competency is a prerequisite for students seeking alternate admission to Levels II and III. Skill competency evaluation times will be posted on the program Webpage. Students seeking alternate admission to Level II must demonstrate proficiency in taking a complete set of vital signs (BP, P, RR). Students seeking alternate admission to Level III, must demonstrate proficiency in taking a complete set of vital signs (BP, P, RR), administration of oral and parenteral medications, and catheterization. Skill check-off times are scheduled with the PN Program Coordinator and are posted on the PCCUA program webage. The applicant must pass the skill-check-off within three (3) months of re-enrollment. A maximum of three (3) opportunities are offered to demonstrate competency. Any missed skill competency evaluation will be counted as a fail. Applicants who fail to demonstrate skill competency will not be eligible for enrollment.

Drug Dosage Calculation Competency Exam
The Drug Dosage Calculation Competency Exam is a prerequisite for ***all*** alternate admission students except for transfer students seeking enrollment in Level I. Exam times are scheduled with the PN Program Coordinator and posted on the program webpage. The applicant must pass the Drug Dosage Calculation Competency Exam within three (3) months of enrollment. A maximum of three (3) opportunities will be provided to score 90% or above on the exam. Only a basic calculator with the capacity to add, subtract, multiply, and divide can be used. No calculators with advanced functions are allowed. Any missed exam will be counted as a fail. **Applicants who fail to score a minimum of 90% on the Drug Dosage Calculation Competency Exam will not be eligible for enrollment.**

Advanced Placement for EMTs and CNAs
Licensed or unlicensed emergency medical technicians (EMTs) and certified or non-certified nursing assistants (CNAs) do not receive advanced placement in the Practical Nursing Program.

Developmental Education Courses
Students who do not meet the minimum requirements for admission may take developmental educational courses to increase their skill level. The developmental education courses have pre-established exit levels. Developmental education courses or SAT, ACT, ACCUPLACER scores must have been taken within the past four (4) years.

Policies for Progression for Students Admitted in the PN Program

1. Required nursing courses must be taken in the sequence specified in the Practical Nursing Program curricular pattern. Failure in a nursing course makes the student ineligible to progress until the course is successfully completed. In addition, once student enrolls in a PNP course for credit, the student does not have the option to withdraw from the course and request course substitution. For example, once a student enrolls in PNP 103 for credit, the student may not use BY 154 (BIOL 2404) and 164 (BIOL 2414) as a substitution for PNP 103.
2. Students admitted for the first time to Level I of the Practical Nursing Program are allowed a maximum of one (1) readmission to the program. No required nursing course may be repeated more than one time.
3. All students who repeat a required practical nursing course also must repeat all required corequisite nursing courses regardless of a previously earned grade of "C" or better in the corequisite nursing course(s). A grade of "C" or better is required in all repeated nursing courses to progress to the next level or graduation.
4. Once admitted to the nursing program, students should complete the required curricular pattern within 150% of the time four (4) semesters.
5. In Level I, PNP 103 and PNP 109 are corequisites. A student who withdraws or is dismissed from one (1) course must withdraw from the other.
6. Nursing courses may not be audited.
7. All students are required to have a current American Heart Association (AHA) Basic Life Support CPR card before attending any Level I clinical rotations. Students who fail to successfully complete AHA CPR certification in Level I are ineligible for clinical and will be dropped from ***all*** Level I practical nursing courses. The student's CPR card must remain current through enrollment in the program. **Electronic recertification will not be accepted.**
8. A minimum grade of "C" is mandatory in required nursing courses.
9. Students enrolled in the nursing program must be familiar with all policies in the current College Catalog, student handbooks, and posted on the PCCUA Web. The Student Handbook is available in the Registrar's Office. The nursing program supplies the PN Student Handbook upon enrollment and at the beginning of each academic year.
10 Rare exceptions to the Progression Policy will be considered by the Faculty Committee. The student must submit a timely, written request to seek an exception.

Technical Certificate: Practical Nursing (NGPN.TC D-H)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	**English / Fine Art – 3 hours**	**Semester**	**Grade**
EH 113 (ENGL 1013)	Composition I	Pre-requisite completed before program admission	
Group II	**Social Science – None Required**	**Semester**	**Grade**
Group III	**Sciences / Math – 3 hours of the following**	**Semester**	**Grade**
MS 143	Technical Math or Intermediate Algebra or higher	Prerequisite completed before program admission	
Group IV	**Physical Education – None Required**	**Semester**	**Grade**
Group V	**Computer Technology – None Required**	**Semester**	**Grade**
Group VI	**Required Courses – 36 Hours**	**Semester**	**Grade**
PNP 109	Concepts of Practical Nursing in the Care of Patients with Chronic, Stable Conditions	Level I	
PNP 103	Human Structure and Function	Level I	
PNP 112	Concepts of Practical Nursing in the Care of Patients with Acute, Stable Conditions	Level II	
PNP 212	Concepts of Practical Nursing in the Care of Patients with Complex Conditions	Level III	

- Prerequisites must be completed with a grade of "C" or better before making application to the PN program.
- PNP courses must be taken in sequence prescribed above.
- Once a student enrolls in the PN program, if the student is unsuccessful in any PNP course, the student does not have the option to use a general education course in lieu of a required PNP course to satisfy degree requirements.
- BY 154 and BY 164 with a grade of C or better taken within the last five (5) years may be substituted for PNP 103 prior to admission to the PN program.
- Students taking developmental level courses before enrolling in the PN program are strongly encouraged to take Intro to Anatomy and Physiology and Medical Terminology I and II.

Program/Graduation Requirements

Total Program Hours	**42 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS#)

APPLIED TECHNOLOGY

Revised June 2023

Technical Certificate: Advanced Manufacturing (ADMFG.TC D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	**English / Fine Arts –6 Hours**	**Semester**	**Grade**
EH 113 (ENGL 1013)	Composition I		
SP 243 (SPCH 1003)	Fundamentals of Speech		
Group II	**Social Science – None Required**		
Group III	**Science / Math – 3 Hours**	**Semester**	**Grade**
MS 1023	Elementary Algebra or higher		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI	**Required Courses – 26 Hours**	**Semester**	**Grade**
IT 113	Industrial Safety and Sanitation		
IT 133	Industrial Electricity		
IT 001	Industrial Electricity Lab		
IT 273	Principles of Industrial Machines		
IT 1203	Intro to Manufacturing		
IT 1213	Design for Manufacturing		
IT 1223	Manufacturing Production Processes		
IT 1233	Manufacturing Power & Equipment Systems		
IT 101	Manufacturing Power & Equipment Systems Lab		
IT 1273	Manufacturing, Engineering, Design & Problem Solving		

Program/Graduation Requirements		
Total Program Hours	**35 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Technical Certificate: Construction Technology (CONTEC.TC H)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts –4 Hours**	**Semester**	**Grade**
EH 1013/EH 1011	Basic Writing I/Lab or higher		
Group II	**Social Science – None Required**		
Group III	**Science / Math – 3 Hours**	**Semester**	**Grade**
MS 143	Technical Math or higher		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI	**Required Courses – 25 Hours**	**Semester**	**Grade**
CC 103	Construction I		
CC 113	Construction II		
CC 001	Construction Lab		
IT 113	Industrial Safety and Sanitation		
IT 133	Industrial Electricity		
IT 001	Industrial Electricity Lab		
IT 163	Basics of Blueprints and Industrial Measurements		
IT 223	Principles of HVAC		
WG 115	Introduction to Welding		

Program/Graduation Requirements		
Total Program Hours	**32 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Technical Certificate: Graphic Communications (GRACO.TC D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	**English / Fine Arts –3 Hours**	**Semester**	**Grade**
EH 113 (ENGL 1013)	Composition I		
Group II (ACTS)	**Social Science – None Required**		
Group III	**Science / Math – 3 Hours**	**Semester**	**Grade**
MS 1023	Elementary Algebra or higher		
Group IV	**Physical Education – None Required**		
Group V (ACTS)	**Computer Technology – 3 Hours**	**Semester**	**Grade**
CT 113 (CPSI 1003)	Computer Information Systems		
PR 274	Computer Graphics		
Group VI	**Required Courses – 21 Hours**	**Semester**	**Grade**
ART 133 or PR 133	Freehand Drawing or Illustration I		
NT 253	Digital Image Production I		
NT 273	Digital Image Production II		
PR 103	Graphic Art & Design I		
PR 113	Graphic Art & Design II		
PR 123	Typography		
PR 233	Printing Layout & Design		

Program/Graduation Requirements		
Total Program Hours	**30 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Technical Certificate: Welding Technology (WG.TC D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts –3 Hours**	**Semester**	**Grade**
EH 1013/EH 1011	Basic Writing I/Lab (or higher)		
Group II	**Social Science – None Required**		
Group III	**Science / Math – 3 Hours**	**Semester**	**Grade**
MS 1023	Elementary Algebra or higher		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI	**Required Courses – 28 Hours**	**Semester**	**Grade**
WG 115	Introduction to Welding		
WG 125	Arc Welding I		
WG 133 or IT 163	Welding Blueprint Reading or Basics of Blueprints & Industrial Measurements		
WG 135	Arc Welding II		
WG 145	Inert Gas Welding I		
WG 165	Inert Gas Welding II		

Program/Graduation Requirements		
Total Program Hours	**34 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

BEHAVIORAL HEALTH

Reviewed June 2023

Technical Certificate: Behavioral Health Technology (BEHEA.TC D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	**English / Fine Arts – 6 Hours**	**Semester**	**Grade**
EH 113 (ENGL 1013)	Composition I		
SP 243 (SPCH 1003)	Fundamentals of Speech		
Group II (ACTS)	**Social Science – 9 Hours from the following**	**Semester**	**Grade**
PSY 213 (PSYC 1103)	General Psychology		
PSY 223 (PSYC 2103)	Human Growth & Development		
SY 213 (SOCI 1013)	Fundamentals of Sociology		
SY 223	The Family		
Group III (ACTS)	**Science / Math – 3 Hours**	**Semester**	**Grade**
MS 1023	Elementary Algebra		
Group IV	**Physical Education – None Required**		
Group V (ACTS)	**Computer Technology – 3 Hours from the following**	**Semester**	**Grade**
CT 113 (CPSI 1003)	Computer Information Systems		
CT 213	Microcomputer Business Applications		
EN 213	Computers in Education or a combination of 1-hour workshops		
Group VI	**Required Courses – 12 Hours**	**Semester**	**Grade**
BH 103	Health Care & Delivery (F)		
BH 113	Chronic & Infectious Disease (S)		
BH 133	Behavioral Health Issues (F)		
OT 113 OR PE 223	Medical Terminology I OR Health and Safety		
	(F) Fall		
	(S) Spring		

Program/Graduation Requirements		
Total Program Hours	**33 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

COSMETOLOGY

Revised June 2023

Technical Certificate: Cosmetology (COSMO.TC H)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Science – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI	**Fall or Spring Enrollment: Required Courses – 45 Hours**	**Semester**	**Grade**
	Required Courses: 15 Hours		
COSM 105	Cosmetology Science and Theory I		
COSM 104	Cosmetology Practical Applications I		
COSM 106	Cosmetology Clinical Experience I		
	Required Courses: 15 Hours	**Semester**	**Grade**
COSM 205	Cosmetology Science and Theory II		
COSM 204	Cosmetology Practical Applications II		
COSM 206	Cosmetology Clinical Experience II		
	Required Courses: 15 Hours	**Semester**	**Grade**
COSM 305	Cosmetology Science and Theory III		
COSM 304	Cosmetology Practical Applications III		
COSM 406	Cosmetology Clinical Experience III		
Summer Elective	**Summer Enrollment – 6 Hours**	**Semester**	**Grade**
COSM 306**	Cosmetology Theory and Practical Application		
Fall or Spring Electives	**Electives**	**Semester**	**Grade**
COSM 293**	Special Problems		
COSM 506**	Cosmetology Clinical Experience IV		

Program/Graduation Requirements			
Total Program Hours	**45 Hours**	**Deficiencies:**	
Hours Completed at PCCUA			
Hours Transferred			
Total Hours			
Grade Point Average (GPA)			
Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

**These courses are used to meet State clock-hour requirements.

EARLY CHILDHOOD EDUCATION

Reviewed June 2023

Technical Certificate: Early Childhood Education (ECED.TC D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	**English / Fine Arts – 3 Hours**	**Semester**	**Grade**
EH 1013	Basic Writing I or higher English		
Group II (ACTS)	**Social Science – None required**	**Semester**	**Grade**
Group III (ACTS)	**Science / Math – 3 Hours**	**Semester**	**Grade**
MS course	Any math course		
Group IV (ACTS)	**Physical Education – 3 Hours**	**Semester**	**Grade**
ECD 113	Health, Safety, and Nutrition		
Group V (ACTS)	**Computer Technology – None required**		
Group VI (ACTS)	**Required Courses – 11 Hours**	**Semester**	**Grade**
ECD 1001	Field Experience I		
ECD 1003	Fundamentals of Childcare		
ECD 1101	Field Experience II		
ECD 1103	Child Development		
ECD 1203	Applications of Childcare		
Electives	**Directed Electives – 10 Hours**	**Semester**	**Grade**
ECD 103	Foundation of ECE		
ECD 213	Child Guidance		
ECD 223	Math & Science/ECED		
ECD 243	Infants/Toddlers Curriculum		
ECD 253	Literacy & Language Arts		
ECD 263	Preschool Curriculum		
EN 213	Computers in Education or three (3) hours of CT electives		
SY 223	The Family		
	Other advisor-approved ECD or EN electives		

This certificate has been developed for people interested in studying and working with young children in preschool and day care centers. The program is designed for full-time child care providers who have completed 480 hours of child care. Under certain conditions students who have not met this requirement may be accepted in the program; however, they will have to earn 480 hours of experience before program completion. PCCUA can place students in volunteer internships. Completion time is one year. Students enroll in 12+ credit hours per semester and 3-6 college credit hours in the summer.

Program/Graduation Requirements

Total Program Hours	**30 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Technical Certificate in Teaching (TEACH.TC D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I (ACTS)	**English / Fine Arts – 9 Hours**	**Semester**	**Grade**
EH 113 (ENGL 1013)	Composition I		
SP 243 (SPCH 1003)	Fundamentals of Speech		
FA 213 (ARTA 1003)	Fine Arts		
Group II	**Social Science – None Required**	**Semester**	**Grade**
Group III (ACTS)	**Science / Math – 13 Hours**	**Semester**	**Grade**
BY 114 (BIOL 1014)	Biology		
MS 123 (MS 1103) OR MS 193 (MS 1113)	College Algebra OR Quantitative Reasoning		
MS 2213	Math Structures I		
MS 2223	Math Structures II		
Group IV	**Physical Education – None Required**		
Group V (ACTS)	**Computer Technology – 3 Hours from the following**	**Semester**	**Grade**
CT 113 (CPSI 1003)	Computer Information Systems		
EN 213	Computers in Education		
Group VI	**Required Courses – 6 Hours**	**Semester**	**Grade**
EN 113	Intro to Education		
ECD 1103	Child Development		

Program/Graduation Requirements		
Total Program Hours	**31 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Certificate of Proficiency

Certificates of Proficiency are usually less than a year in length and provide focused training in a specific technical area. Some of these programs are offered on a part-time, day or night basis, for students who are already employed.

Allied Health
Emergency Medical Technician
Nursing Assistant

Applied Technology
Advanced Manufacturing
Agriculture Mechanics & Equipment Machine Technology
CDL/Truck Driving
Construction Technology
Graphic Communications
Horticulture Operations
HVAC
Welding (General, Inert, Mild)

Business
Accounting
Business
Cyber Security
Maintaining & Managing Personal Computers
Medical Coding
Microsoft Operating Systems Desktop Support
Programming/Coding

Cosmetology
Manicuring

Early Childhood Education
Child Development Associate

Other Certificates
Law Enforcement
Medical Professions Education

Certificate of Proficiency in Teaching

ALLIED HEALTH

EMERGENCY MEDICAL TECHNICIAN-BASIC (EMT.CP S)

The EMT Program is a one-semester certificate of proficiency program. Upon successful completion of three courses (EMT 1010, Emergency Medical Training course, OT 113, Medical Terminology I and BH 113, Chronic and Infectious Diseases) students are eligible to earn a Certificate of Proficiency in EMT. Students who complete the requirements for the Certificate of Proficiency in EMT ***or*** complete only the EMT 1010 course requirements are eligible to apply to take the State of Arkansas and National Registry EMT-Basic Practical and Written examinations for certification. An Arkansas criminal background check is required. Applicants should be aware violation of any federal, state, or local drug law or conviction of a crime may preclude certification as an EMT. In addition, clinical facilities also may require a criminal background check and/or drug test as a condition of clinical practice in the respective facility. Inability to complete the clinical portion of the EMT course because of failure to meet these requirements will result in course failure.

Applicants who have a revoked or encumbered license in another healthcare field should check with the Arkansas Department of Health and the National Registry to determine eligibility to write the practical and written exams. The EMT program is approved by the Arkansas Department of Health: Section of EMS and Trauma Systems, 5800 West 10th Street, Suite 800, Little Rock, AR 72204-1763, phone: 1-501-661-2262.

Students may be admitted to the Emergency Medical Technician (EMT) Program every semester. Since enrollment in EMT 1010 is limited to 20 students, interested individuals are encouraged to register early. Enrollment in the EMT 1010 course is on a first-come, first-served basis. No late enrollment is allowed.

Students who enroll in the EMT Program must meet the following criteria:

1. Fulfill all college admission requirements.
2. Be at least 18 years of age.
3. Submit official high school transcript documenting graduation from high school or official Arkansas High School Diploma/ GED Certificate to the Registrar's Office.
4. Document a minimum 2.0 cumulative grade point average in all courses taken at PCCUA.
5. Provide SAT, ACT, NG ACCUPLACER, scores taken within the last four (4) years that meet the minimum skill level in reading, math, and English or an 8th grade reading level on the TABE test.
6. Students who speak English as a second language must also take the NG ACCUPLACER Exam to prove proficiency in English. The following scores are required in each category.
   - Listening: minimum score of 106
   - Reading: minimum score of 116
   - WritePlacer ESL: minimum score of 5

Students who meet the minimum criteria may enroll in the EMT course. Enrollment is first-come, first-serve until the class is filled.

After Enrollment

The student must provide the following documents before going to an assigned clinical agency for clinical practice:

1. Completed Health Statement
2. Proof of immunization compliance
   - Current Td or Tdap
   - Two (2) Varicella or a positive titer
   - Two (2) MMRs, if born after 1957 or positive titers
   - Initiation of Hepatitis B series or a positive titer
   - Current Flu immunization
3. Proof of TB skin test (Must be valid for the entire semester.)
4. Signed Communicable Disease Statement
5. Current US federal or state issued photo ID, examples include:
   - US passport
   - US military ID
   - State driver's license
6. Comply with drug testing
7. Provide written proof of professional liability insurance within four (4) weeks of the first class meeting. Students who fail to provide proof of professional liability insurance within the first four (4) weeks of class will be administratively withdrawn from the course. Professional liability insurance must be valid for the entire semester the student is enrolled in the EMT course.
8. Complete a criminal background check.
9. Obtain **within the first two (2) EMT classes** American Heart Association (AHA) Basic Life Support CPR certification. AHA Basic Life Support CPR certification must be maintained for the entire duration of the EMT course. **AHA Basic Life Support CPR certification that expires any time during the semester the EMT course is offered will NOT be accepted**.

Students are expected to furnish their own transportation to school as well as to and from the clinical area.

Certificate of Proficiency: Emergency Medical Technician (EMT.CP S)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Sciences – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI	**Required Courses- 16 credit hours**	**Semester**	**Grade**
EMT 1010 (10 hrs)	Emergency Medical Training		
OT 113	Medical Terminology I		
BH 113	Chronic and Infectious Diseases		

Program/Graduation Requirements		
Total Program Hours	**16 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

NURSING ASSISTANT (NGAST.CP D-H-S)

The Office of Long-Term Care approves the Nursing Assistant Program. Graduates are eligible to apply to take the Written and Skills Assessment Exams for certification. Graduates should be aware that violation of any federal, state, or local drug law or conviction of a crime may prohibit the student from entering a clinical agency to care for patients. In addition, clinical facilities also may require a criminal background check and/or drug test as a condition of clinical practice in the respective facility. Inability to complete the clinical course because of failure to meet these requirements will result in course failure. Applicants also should be aware that violation of any federal, state, or local drug law or conviction of a crime may preclude certification as a nursing assistant. The Office of Long-Term Care may be contacted at: Post Office Box 8059, Little Rock, AR 72203-8059, (501) 682-6789 or by e-mail at https://humanservices.arkansas.gov/divisions-shared-services/provider-services-quality-assurance/office-of-long-term-care/.

Admission
The Nursing Assistant Program may be offered every semester. Since enrollment in NA courses is limited to 12 students, interested individuals are encouraged to register early. Enrollment in the NA courses are on a first-come, first-served basis. No late enrollment is allowed.

Students who enroll in the Nursing Assistant Program must meet the following criteria:

1. Fulfill all college admission requirements.
2. Be at least 18 years of age.
3. Submit official high school transcript documenting graduation from high school or official Arkansas High School Diploma GED certificate to the Registrar's Office.
4. Document a minimum 2.0 cumulative grade point average in all courses taken at PCCUA.
5. Provide SAT, ACT, NG ACCUPLACER, scores taken within the last four (4) years that meet the minimum skill level in reading, math, and English **or** have an 8th grade reading level on the TABE test.
6. Students who speak English as a second language must also take the NG ACCUPLACER ESL to prove proficiency in English. The following scores are required in each category.
   - Listening: minimum score of 106
   - Reading: minimum score of 116
   - WritePlacer ESL: minimum score of 5

Students who meet the minimum criteria may enroll in NA courses. Enrollment is first-come, first-served until the class is filled.

After Enrollment
The student must provide the following documents **before** going to an assigned clinical agency for clinical practice:
1. Completed Health Statement
2. Proof of immunization compliance
   - Current Td or Tdap
   - Two (2) Varicella or a positive titer
   - Two (2) MMRs, if born after 1957, or positive titers
   - Initiation of Hepatitis B series or a positive titer
3. Proof of TB skin test (Must be valid for the entire semester.)
4. Signed Communicable Disease Statement
5. Current US federal or state issued photo ID, examples include:
   - US passport
   - US military ID
   - State driver's license
6. Comply with drug testing
7. Proof of professional liability insurance (Must be valid for the entire semester enrolled.)
8. Complete a criminal background check
9. Provide proof of current flu immunization

No late enrollment is allowed. Students are expected to furnish their own transportation to school and to and from the clinical area.

Certificate of Proficiency: Nursing Assistant (NGAST.CP D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Science – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI	**Required Courses- 10 credit hours**	**Semester**	**Grade**
NA 103	Nursing Assistant Clinical		
NA 107	Nursing Assistant Theory		

Program/Graduation Requirements		
Total Program Hours	**10 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

Revised June 2023

Certificate of Proficiency: Advanced Manufacturing (ADMFG.CP D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Science – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI	**Required Courses – 13 Hours**	**Semester**	**Grade**
IT 1203	Intro. To Manufacturing		
IT 1213	Design for Manufacturing		
IT 1223	Manufacturing Production Processes		
IT 1233	Manufacturing Power & Equipment Systems		
IT 101	Manufacturing Power & Equipment Systems Lab		

Program/Graduation Requirements		
Total Program Hours	**13 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Certificate of Proficiency: Agri Mechanics & Equipment/Machine Technology (AGMECH.CP D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Science – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI	**Required Courses – 15 Hours**	**Semester**	**Grade**
AFLS 2203	Small Gas Engines		
IT 133	Industrial Electricity		
IT 001	Industrial Electricity Lab		
MMT 114	Basic Electricity		
MMT 144	Industrial Mechanics		

Program/Graduation Requirements			
Total Program Hours	**15 Hours**	**Deficiencies:**	
Hours Completed at PCCUA			
Hours Transferred			
Total Hours			
Grade Point Average (GPA)			
Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Certificate of Proficiency: CDL/Truck Driving (CDL.CP H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Science – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI	**Required Courses – 17 Hours**	**Semester**	**Grade**
TD 104	Truck Driving I		
TD 103	Truck Driving II		
TD 102	Truck Maintenance and Road Safety		
TD 112	Road Regulations and Rules		
TD 106	Road Internship		

Program/Graduation Requirements			
Total Program Hours	**17 Hours**	**Deficiencies:**	
Hours Completed at PCCUA			
Hours Transferred			
Total Hours			
Grade Point Average (GPA)			
Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Certificate of Proficiency: Construction Technology (CONTEC.CP H)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Science – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI	**Required Courses – 22 Hours**	**Semester**	**Grade**
CC 103	Construction I		
CC 001	Construction Lab		
IT 113	Industrial Safety and Sanitation		
IT 133	Industrial Electricity		
IT 001	Industrial Electricity Lab		
IT 163	Basics of Blueprints and Industrial Measures		
IT 223	Principles of HVAC		
WG 115	Introduction to Welding		

Program/Graduation Requirements			
Total Program Hours	**22 Hours**	**Deficiencies:**	
Hours Completed at PCCUA			
Hours Transferred			
Total Hours			
Grade Point Average (GPA)			
Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Certificate of Proficiency: General Welding Techniques (WG.CP D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Science – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI	**Required Courses – 15 Hours**	**Semester**	**Grade**
WG 115	Introduction to Welding		
WG 125	Arc Welding I		
WG 145	Inert Gas Welding I		

Program/Graduation Requirements		
Total Program Hours	**15 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Certificate of Proficiency: Graphic Communications (GRACO.CP D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Science – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI	**Required Courses – 13 Hours**	**Semester**	**Grade**
ART 133 or PR 133	Free Hand Drawing or Illustration I		
NT 253	Digital Image Production I		
PR 103	Graphic Art & Design I		
PR 224	Two-Dimensional Design		

Program/Graduation Requirements			
Total Program Hours	**13 Hours**	**Deficiencies:**	
Hours Completed at PCCUA			
Hours Transferred			
Total Hours			
Grade Point Average (GPA)			
Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Certificate of Proficiency: Horticulture Operations (HORT.CP D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Science – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI	**Required Courses – 8 Hours**	**Semester**	**Grade**
AFLS 1012	Careers in Agriculture		
AFLS 1203	Introduction to Plant Science		
AFLS 2000	Principles of Horticulture Lab		
AFLS 2003	Principles of Horticulture		
	OR Approved elective substitution in related field (1 course only)		

Program/Graduation Requirements		
Total Program Hours	**8 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Certificate of Proficiency: HVAC (HVAC.CP D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Science – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI	**Required Courses – 13 Hours**	**Semester**	**Grade**
IT 113	Industrial Safety and Sanitation		
IT 133	Industrial Electricity		
IT 001	Industrial Electricity Lab		
IT 163	Basics of Blueprints and Industrial Measurements		
IT 223	Principles of HVAC		

Program/Graduation Requirements		
Total Program Hours	**13 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Certificate of Proficiency: Inert Gas Welding (WGIN.CP D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Science – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI	**Required Courses – 15 Hours**	**Semester**	**Grade**
WG 115	Introduction to Welding		
WG 145	Inert Gas Welding I		
WG 165	Inert Gas Welding II		

Program/Graduation Requirements			
Total Program Hours	**15 Hours**	**Deficiencies:**	
Hours Completed at PCCUA			
Hours Transferred			
Total Hours			
Grade Point Average (GPA)			
Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Certificate of Proficiency: Mild Steel Welding (WGST.CP D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Science – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI	**Required Courses – 15 Hours**	**Semester**	**Grade**
WG 115	Introduction to Welding		
WG 125	Arc Welding I		
WG 135	Arc Welding II		

Program/Graduation Requirements		
Total Program Hours	**15 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Reviewed June 2023

Certificate of Proficiency: Accounting (ACCT.CP D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Science – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI (ACTS)	**Required Courses – 12 Hours**	**Semester**	**Grade**
BAN 103	Intro to Accounting		
BAN 213 (ACCT 2003)	Accounting I		
BAN 223 (ACCT 2013)	Accounting II		
BAN 283	Computerized Accounting		

Program/Graduation Requirements		
Total Program Hours	**12 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Certificate of Proficiency: Business (BUS.CP D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Science – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI (ACTS)	**Required Courses – 15 Hours**	**Semester**	**Grade**
BAN 103	Introduction to Accounting		
BAN 113 (BUSI 1013)	Introduction to Business		
CT 113 (CPSI 1003)	Computer Information Systems		
OT 133 (BUSI 1103)	Keyboarding/Document Processing		
	Business Elective - 3 Hours		

Program/Graduation Requirements			
Total Program Hours	**15 Hours**	**Deficiencies:**	
Hours Completed at PCCUA			
Hours Transferred			
Total Hours			
Grade Point Average (GPA)			
Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Certificate of Proficiency: Cyber Security (CYS.CP D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Science – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI (ACTS)	**Required Courses – 18 Hours**	**Semester**	**Grade**
NT 123	MS Network Essentials		
NT 143	Linux Operating Systems		
NT 213	Information Security Essentials: Intro. to Cyber Security		
CYS 103	Scripting Fundamentals		
CYS 113	Advanced Linux Operating Systems		
CYS 123	Intrusion Detection/Prevention		

Program/Graduation Requirements		
Total Program Hours	**18 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Certificate of Proficiency: Maintaining & Managing Personal Computers (MANPC.CP D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Science – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI (ACTS)	**Required Courses – 12 Hours**	**Semester**	**Grade**
CT 113 (CPSI 1003) or CT 153	Computer Information Systems or Computer Operating Systems		
NT 123	MS Network Essentials		
NT 193	Maintaining & Managing Personal Computers		
NT 213	Information Security Essentials: Introduction to Cyber Security		

Program/Graduation Requirements

Total Program Hours	**12 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Certificate of Proficiency: Medical Coding (MEDCO.CP D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Science – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI (ACTS)	**Required Courses – 17 Hours**	**Semester**	**Grade**
BY 103	Introduction to Anatomy		
OT 113	Medical Terminology I		
OT 123	Medical Terminology II		
OT 153	Introduction to Medical Coding		
OT 263	Intermediate Medical Coding		
OT 292	Medical Coding Certification Prep		

Program/Graduation Requirements			
Total Program Hours	**17 Hours**	**Deficiencies:**	
Hours Completed at PCCUA			
Hours Transferred			
Total Hours			
Grade Point Average (GPA)			
Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Certificate of Proficiency: MS Operating Systems Desktop Support (MSOPSYS.CP D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Science – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Course Number (ACTS)	**Required Courses – 12 Hours**	**Semester**	**Grade**
CT 113 (CPSI 1003) or CT 153	Computer Information Systems or Computer Operating Systems		
CT 173	Network Administration		
NT 133	Help Desk Support		
NT 163	Introduction to Cloud Computing		

Program/Graduation Requirements		
Total Program Hours	**12 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Certificate of Proficiency: Programming/Coding (PROG.CP D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Science – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI (ACTS)	**Required Courses – 18 Hours**	**Semester**	**Grade**
CT 113 (CPSI 1003)	Computer Information Systems		
CT 163	Introduction to Programming/Coding in Visual Basic		
CT 233	Programming/Coding for Web Design		
CT 263	Coding in Java/Java Script		
CT 293	Programming/Coding in C#		
CT 1243	Web Applications Coding		

Program/Graduation Requirements		
Total Program Hours	**18 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

COSMETOLOGY

Reviewed June 2023

Certificate of Proficiency: Cosmetology Manicuring (COSMN.CP H)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Science – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI	**Required Courses – 18 Hours**	**Semester**	**Grade**
COSM 155	Cosmetology Manicuring Theory		
COSM 1510	Cosmetology Manicuring Lab		
COSM 153	Nail Technology		

Program/Graduation Requirements

Total Program Hours	**18 Hours**	**Deficiencies:**	
Hours Completed at PCCUA			
Hours Transferred			
Total Hours			
Grade Point Average (GPA)			
Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

EARLY CHILDHOOD EDUCATION

Reviewed June 2023

Certificate of Proficiency: Early Childhood Education (CDA.CP D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Science – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI	**Childcare Training & Observation – 17 Hours**	**Semester**	**Grade**
ECD 1001	Field Experience I		
ECD 1003	Fundamentals of Childcare		
ECD 1101	Field Experience II		
ECD 1103	Child Development		
ECD 1203	Applications of Childcare		
ECD 113	Health, Safety and Nutrition		
ECD 103	Foundations of ECE		
	Or Approved Elective		
Group II			

DIRECT ASSESSMENT PROGRAM ENTRANCE REQUIREMENTS

1. 18 years or older
2. Hold high school diploma or equivalent
3. Be able to speak, read, and write well enough to fulfill responsibilities
4. Sign a statement of ethical conduct
5. Must be employed as a lead caregiver in a group of at least 8 children ages 3-5 (10 children must be enrolled in the total program)
6. 480 hours of experience working with children ages birth to five years (within the last five years)

TRAINING PROVIDED

1. Minimum of 120 clock hours of formal CDA training (minimum of 10 hours each area):
    a. Safety health, and learning environment
    b. Physical and intellectual development
    c. Social and emotional development
    d. Developing interpersonal relationships
    e. Management of program operation
    f. Commitment to teaching and professionalism
    g. Observing and recording children's behavior
    h. Child growth and development
2. Observations on teaching site
3. Writing resume, portfolio, competency statements
4. All training necessary to pass the CDA Assessment
5. CPR for infants and children

FEES

A fee of $350 is assessed for Early Childhood Field Experience I (ECD 1001) and $375 is assessed for Field Experience II (ECD 1101).

Program/Graduation Requirements		
Total Program Hours	**17 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Certificate of Proficiency: Law Enforcement (LAWENF.CP D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Sciences – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI	**Required Courses – 9 hours**	**Semester**	**Grade**
CJI 103	Law Enforcement		
CJI 113	Introduction to Criminal Justice		
	3 Hours from the following		
CJI 123	Advanced Law Enforcement		
CJI 143	Juvenile Justice		
CJI 1103	Special Topics/Law Enforcement		
CJI 1123	Special Topics/Advanced Law Enforcement		

Program/Graduation Requirements		
Total Program Hours	**9 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Certificate of Proficiency: Medical Professions Education (MPE.CP D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**		
Group II	**Social Science – None Required**		
Group III	**Science / Math – None Required**		
Group IV	**Physical Education – None Required**		
Group V	**Computer Technology – None Required**		
Group VI	**Required Courses – 12 Hours**	**Semester**	**Grade**
BY 103	Introduction to Anatomy and Physiology		
MPE 113	Introduction to Medical Professions		
MPE 123	Introduction to Medical Procedures		
OT 113	Medical Terminology I		
Electives	**Non-Required Courses – 6 Hours**		
MPE 133	Medical Apprenticeship I		
MPE 143	Medical Apprenticeship II		

Program/Graduation Requirements		
Total Program Hours	**12 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

Certificate of Proficiency in Teaching (TEACH.CP D-H-S)

Name		Student ID		Phone	
Address		Major		Email	

Group I	**English / Fine Arts – None Required**	**Semester**	**Grade**
Group II	**Social Science – None Required**	**Semester**	**Grade**
Group III (ACTS)	**Science / Math – 3 Hours from the following**	**Semester**	**Grade**
MS 123 (MS 1103)	College Algebra		
MS 193 (MS 1113)	Quantitative Reasoning		
Group IV	**Physical Education – None Required**		
Group V (ACTS)	**Computer Technology – 3 Hours from the following**	**Semester**	**Grade**
CT 113 (CPSI 1003)	Computer Information Systems		
EN 213	Computers in Education		
Group VI	**Required Courses – 6 Hours from the following**	**Semester**	**Grade**
EN 113	Intro to Education		
ECD 1103	Child Development		

Program/Graduation Requirements		
Total Program Hours	**12 Hours**	**Deficiencies:**
Hours Completed at PCCUA		
Hours Transferred		
Total Hours		
Grade Point Average (GPA)		

Advisor (Signature)		**Vice Chancellor/Dean/Chair (Signature)**	

(ACTS #)

Course Descriptions

ACADEMIC SKILLS

DS 103 Introduction to College Reading Skills (3 hrs. lec., 3 credits)
Prerequisite: ACCUPLACER Next Generation Reading score of 231 or below.
Corequisite: DS 1031. Introduction to College Reading Skills is designed to provide students with opportunities to improve understanding of written materials, reading comprehension strategies, and writing skills. The focus of this course will be on reading comprehension strategies such as vocabulary development, main idea/supportive detail comprehension and written communications. This is the first in a sequence of two reading classes. A grade of "C" or better is required in this class before enrollment in the next level reading class is permitted.

DS 1031 Reading Lab I (1 hr. lab, 1 credit)
Corequisite: DS 103. Reading Lab I is required for students taking Introduction to College Reading Skills. This lab is designed to provide students with additional support to enhance reading skills.

DS 123 College Reading Strategies (3 hrs. lec., 3 credits)
Prerequisite: Completion of DS 103 with a grade of "C" or better or ACCUPLACER Next Generation Reading score of 232-250.
Corequisite: DS 1231. College Reading Strategies is designed for students to further develop general reading skills and college level reading strategies with an emphasis on higher levels of reading with vocabulary, comprehension, critical thinking and writing. A grade of "C" or better is required to exit this class.

DS 1231 Reading Lab II (1 hr. lab, 1 credit)
Corequisite: DS 123. Reading Lab II is required for students taking College Reading Strategies. This lab is designed to provide students with additional support to enhance reading skills.

ADVANCED MANUFACTURING TECHNOLOGY

IT 113 Industrial Safety and Sanitation (3 hrs. lec., 3 credits)
This course emphasizes the importance of safety and sanitation in an industrial setting, the design of Industrial Safety Programs and Safety Management. Attention is focused on meeting federal safety regulations, setting up safety programs, etc.

IT 133 Industrial Electricity (3 hrs. lec., 3 credits)
This course provides an introduction to the principles of both AC and DC electrical circuits. Emphasis is placed on industrial applications involving electric motors, controls and instrumentation.

IT 163 Basics of Blueprints & Industrial Measurements (3 hrs. lec., 3 credits)
This course covers the basic concepts and symbols of industrial blueprints. Students will also study and apply measurements in the metric and standard systems using conventional devices such as tape measures, decimal rules, micrometers, dial calipers and protractors. Some basic mathematical calculations common to industry will be explored and practiced.

IT 173 Industrial Heavy Equipment (3 hrs. lec., 3 credits)
This course will provide instruction in the use of heavy equipment, including, but not limited to, bulldozer, excavator, backhoe, forklift, and bucket truck. Training will include lecture, the use of simulators, and hands on training.

IT 214 Introduction to Programmable Logic Controllers (4 hrs. lec., 4 credits)
This course will provide students with the information required to begin using state-of-the-art programmable controllers. Students will cover information on programmable controller terminology, operation, and basic program entry, coupled with hands-on lab experience to reinforce learning. Allen-Bradley's programmable controllers are used in hands-on activities for demonstration.

IT 223 Principles of HVAC (3 hrs. lec., 3 credits)
This course introduces the basic laws of thermodynamics and thermodynamic cycles. In addition, elementary concepts in heat transfer are discussed. Applications in heating, ventilating, and air conditioning are included. Laboratory exercises support the theoretical discussions.

IT 233 Contemporary Supervision (3 hrs. lec., 3 credits)
This course emphasizes the application of psychological principles as they are related to professional pursuits. Particular topics included are individual differences and group behavior involved in personnel selection, industrial safety and hygiene, motivation, personnel training, consumer behavior, human error, job analysis and human factor engineering.

IT 243 Hydraulics and Pneumatics (3 hrs. lec., 3 credits)
This course provides an introduction to the principles of the static and dynamic behavior of incompressible fluid flow. These principles are applied to problems involving hydraulics, pneumatics, and flow in pipes.

IT 253 Automated Production (3 hrs. lec., 3 credits)
This course covers the fundamental concepts associated with automation and production in contemporary industries as well as the analytical techniques and controls necessary for decision-making in production systems.

IT 263 Inventory Control (3 hrs. lec., 3 credits)
This course provides the student with an understanding of inventory classifications, modern inventory control methods, inventory optimization, and future trends in inventory control.

IT 273 Principles of Industrial Machines (3 hrs. lec., 3 credits)
This course introduces the principles involved in the performance of mechanical work. Various drive types, gears and belts for example, are analyzed for suitability of application and maintenance.

IT 1203 Intro to Manufacturing (3 hrs. lec., 3 credits)
This course is designed to introduce the student to the world of advanced manufacturing and establish a foundation upon which further studies in manufacturing might rest. Students will explore basic manufacturing materials and processes, tools, techniques and produce some more simple products.

IT 1213 Design for Manufacturing (3 hrs. lec, 3 credits)
This course is designed to expand on the introductory manufacturing course and to expose the student to the basic design concepts, computer skills, and drawing skills used in product and process design within the field of manufacturing. Additionally, the course is designed to expose students to a number of interpersonal skills and competencies necessary for a sustained career in manufacturing.

IT 1223 Manufacturing Production Processes (3 hrs. lec., 3 credits)
The course provides the student with a hands-on learning experience with the basic tools, equipment and operations of manufacturing industries. The student will understand the relationship between a manufacturing need, a design, materials and processes as well as tools and equipment.

IT 1233 Manufacturing Power & Equipment Systems (3 hrs. lec., 3 credits)
The course is designed to expand upon previous courses and allow students the opportunity to demonstrate knowledge of power systems and use the advanced tools of manufacturing production. Students will plan, design, implement, use, and troubleshoot manufacturing power systems, equipment systems and control systems.

IT 1243 Manufacturing Materials (3 hrs. lec., 3 credits)
The course will introduce students to manufacturing materials, materials testing, and materials science. Additionally, this course will introduce students to primary and secondary processing and manufacturing and allow the student to instruct and conduct experiments with various manufacturing materials.

IT 1253 The Manufacturing Enterprise (3 hrs. lec., 3 credits)
The course is designed to expand upon concepts learned in introductory courses while allowing students to explore how manufacturing enterprises are established, how they maintain control, how they plan, how they produce, package, and market products. As a part of a product development team, students will analyze customer needs, and market requirements, conceptualize a design, develop a prototype, production tooling and other procedures.

IT 1263 Manufacturing Equipment Maintenance and Operations (3 hrs. lec., 3 credits)
The course is designed to provide the student with a comprehensive knowledge of manufacturing equipment safety, maintenance and operation procedures, control systems as well as leadership abilities in the field.

IT 1273 Engineering Design & Problem Solving (3 hrs. lec., 3 credits)
The course will introduce some new concepts related to engineering design and problem solving, however, the primary function of this course will be to serve as a venue for students to place all previous learning into a manufacturing context. Students will solve a given manufacturing challenge that requires the use of advanced manufacturing technology systems, design skills, communication skills and a thorough understanding of manufacturing materials, processes and techniques.

IN 114 Instrumentation Principles (4 hrs. lec./lab, 4 credits)
Teaches the basic principles of physics, mechanics, electricity, fluid power, and electronics required for understanding instrumentation devices used by modern industrial complexes.

AGRICULTURE, FOOD AND LIFE SCIENCES

AFLS 1012 Careers in Agriculture (2 hrs. lec., 2 credits)
An introduction to the career opportunities within the discipline of agriculture. The student will be provided career information through lecture, video and multimedia presentations. Required of all degree programs.

AFLS 1201 Rice Production (1 hr. lec., 1 credit)
This course will cover rice production from field preparation to harvest. The participants will gain a basic understanding of rice growth and development, cultural practices, weed control, fertilization, disease control, insect control, and grain quality. This course is designed to be beneficial to anyone in an agriculturally related field.

AFLS 1203 Introduction to Plant Science (3 hr. lec., 3 credits)
Introduction to the principles and factors of plant growth, structure and development.

AFLS 1211 Oilseed Production (1 hr. lec., 1 credit)
This course will cover oilseed production from field preparation to harvest. The participants will gain a basic understanding of oilseed growth and development, cultural practices, weed control, fertilization, disease control, insect control and grain quality. This course is designed to be beneficial to anyone in an agriculturally related field.

AFLS 1221 Wheat & Feed Grain Production (1 hr. lec., 1 credit)
This course will cover wheat and feed grain production from field preparation to harvest. The participants will gain a basic understanding of the growth and development, cultural practices, weed control, fertilization, disease control, insect control and grain quality of crops used for human and animal consumption. This course is designed to be beneficial to anyone in an agriculturally related field.

AFLS 1231 Integrated Pest Management (1 hr. lec., 1 credit)
This course will provide an overview of integrated pest management systems utilizing chemicals, agricultural practices and natural predators for pest and disease control in field crop production. This course is designed to be beneficial to anyone in an agriculturally related field.

AFLS 2000 Horticulture Lab
Corequisite: AFLS 2003. Laboratory exercises and site visits will provide the student with "hands-on" experience and practical application of the skills and techniques learned in the classroom.

AFLS 2003 Principles of Horticulture (3 hr. lec./lab, 3 credits)
Classroom and laboratory application of the principles of plant propagation and production, the handling and use of plants in landscaping and horticultural crop production. Practical application and site tours will be provided through the corequisite (AFLS 2000) laboratory. It is suggested that the student complete Botany prior to attempting this class.

AFLS 2101 Crop Science Lab (1 hr. lec., 1 credit)
Corequisite: AFLS 2103. Laboratory application and study to reinforce the principles of growth, development, reproduction, taxonomy and certain diseases of major field crops.

AFLS 2103 Crop Science (3 hr. lec./lab, 3 credits)
Prerequisite: AFLS 1203. Corequisite: AFLS 2101. Principles of crop production and their application to the growth and development of major agronomic crop species.

AFLS 2203 Small Engines/Power Units (3 hrs. lec., 3 credits)
Principles of operation, adjustment, repair, maintenance, and trouble shooting of small air-cooled engines and power units, including various engine systems, service, and maintenance of turf equipment and machinery.

AGRI 123 Soil & Water Engineering (3 hrs. lec., 3 credits)
Skills and practices needed in soil and water management in agricultural operations. Emphasis on surveying and the design of systems to prevent erosion and increase productivity.

AGRI 223 General Horticulture (GHM) (3 hrs. lec./lab, 3 credits)
A survey of the general field of horticulture, including the growth, fruiting habits, propagation, and culture of horticultural plants. Emphasis is placed on the operation and management of greenhouse operations.

AGRI 261 Ag Policy (1 hr. lec., 1 credit)
This course will provide an overview of the direct impacts on agricultural businesses of the federal farm bill and interpreting governmental agencies. This course is designed to be beneficial to anyone in an agriculturally related field.

AGRI 271 Ag Cooperatives (1 hr. lec., 1 credit)
This course will provide an overview of the history, development and organizational structure of the various types of agricultural cooperatives. This course is designed to be beneficial to anyone in an agriculturally related field.

AGRI 281 Ag Marketing (1 hr. lec., 1 credit)
This course will provide an overview of the processes, procedures and regulations involved in the marketing of agricultural crops. This course is designed to be beneficial to anyone in an agriculturally related field.

ART

ART 133 Free Hand Drawing and Design (3 hrs. lec., 3 credits)
Drawing from figures, objects and outdoor sketching, including organization of two-dimensional space and sound design elements and principles.

ART 143 Drawing (3 hrs. lec., 3 credits)
Prerequisite: ART 133 or departmental approval. A continuation of ART 133.

ART 263 Art Seminar (3 hrs. lab, 3 credits)
Prerequisite: Minimum of one art class. Students will work in the studio on projects in their chosen discipline.

BEHAVIORAL HEALTH

BH 103 Health Care Delivery (3 hrs. lec., 3 credits)
This course provides a history of the development of health care in the United States. It focuses on health care delivery issues and current trends in health care management.

BH 113 Chronic and Infectious Disease (3 hrs. lec., 3 credits)
This survey course introduces the student to chronic disorders and infectious diseases. There is a strong emphasis on disorders afflicting the elderly. Safety and security, infection control, HIV/AIDS, and blood borne diseases will be discussed.

BH 123 Theories and Treatment of Social Problems (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = SOCI 2013
Theories and Treatments of Social Problems, BH 123 (SOCI 2013), is an introductory course examining theories and treatment of major social problems faced by society. The course focuses on the study of identification, intervention, assessment, and referral and is grounded in sociological principles of investigation. The course also reviews reactions to health/behavioral health related problems.

BH 133 Behavioral Health Issues: Drug Abuse, Dom. Violence/Abuse, Case Management (3 hrs. lec., 3 credits)
This course examines three distinct concerns of behavioral health technology: substance abuse, domestic violence/abuse, and case management. The class emphasizes prevention, detection, and intervention by case workers and the ethical and legal responsibilities of case management.

BH 143 Practicum in Behavioral Health (3 hrs. lec., 3 credits)
Prerequisite: BH 103, 113, 123. Corequisite: BH 153. The Behavioral Health Practicum provides field experience in a behavioral health/human service environment. Students will be assigned a field observer who will supervise the student's ability to apply classroom theory to the behavioral health/human service practice.

BH 153 Practicum Seminar in Behavioral Health (3 hrs. lec., 3 credits)
Corequisite: BH 143. The Behavioral Health Practicum Seminar provides an opportunity for students to discuss practical applications of classroom theory and allows interaction among practicum students. Students will plan, implement, and evaluate practicum. Further, written documentation of the practicum experience will be completed in this class.

BIOLOGY

*A laboratory fee of $10.00 will be assessed for all biology courses. This fee does not cover damage or breakage of nonexpendable equipment.

BY 103 Introduction to Anatomy & Physiology (3 hrs. lec., 3 credits)
An introduction to the study of the human body designed for students in non-transfer programs or those with little prior study in the biological sciences.

BY 114 General Biology I (3 hrs. lec., 3 hrs. lab, 4 credits)
ACTS Equivalent Course Number = BIOL 1014
General Biology I is a lecture-laboratory course designed to familiarize the student with basic biological principles related to: chemistry of cells; cell structure and function; mitosis and meiosis; DNA structure and protein synthesis; evolution and taxonomy; viruses, bacteria, protists, and fungi; invertebrates; animal behavior and population ecology.

BY 124 Botany for Non-Majors (3 hrs. lec., 3 hrs. lab, 4 credits) (spring semester)
ACTS Equivalent Course Number = BIOL 1024
General Botany is a lecture-laboratory course designed to familiarize the student with basic botany principles related to the fundamental structure of plants and their economic importance. Concepts examined include plant reproduction, the scientific method, photosynthesis, genetics, and ecology. The basic processes and features of vascular and nonvascular plants; photosynthesis; heredity; morphology are also surveyed in this lab science course for non-science majors.

BY 134 General Zoology (3 hrs. lec., 3 hrs. lab, 4 credits) (fall semester even years)
ACTS Equivalent Course Number = BIOL 1054
General Zoology is a detailed study of the animal kingdom. Includes the introduction to zoological principles relating to cells, organ systems, development, genetics, ecology, evolution, embryonic development and animal phyla.

BY 144 General Botany (3 hrs. lec., 3 hrs. lab, 4 credits) (fall semester odd years)
ACTS Equivalent Course Number = BIOL 1034
A detailed study of the form structure, function, and reproduction of plants.

BY 154 Anatomy & Physiology I (3 hrs. lec., 3 hrs. lab, 4 credits)
ACTS Equivalent Course Number = BIOL 2404
Prerequisite: College-level placement in English and reading or successful completion of required developmental courses. Anatomy & Physiology I, BY 154 (BIOL 2404), is a lecture-laboratory course designed to familiarize the student with the structures and functions of the systems of the human body. This course explores the mechanisms of the body's components under ideal conditions, and their dysfunction under adverse conditions. Included in this exploration are the trends in medical research and clinical applications of this research. At the end of this course, students will have a working knowledge and application of anatomy and physiology to continue further in their selected health science field and will have adequate knowledge of the discipline to enter and succeed in their chosen health care profession.

BY 163 Anatomy & Physiology I (Selected Topics) (3 hrs. lec., 3 credits)
Prerequisite: Department approval. A lecture course dealing with the structure, function, and integrated activity of cells, tissues, organs, and systems of the human body. No laboratory practice is required.

BY 164 Anatomy & Physiology II (3 hrs. lec., 3 hrs. lab, 4 credits)
ACTS Equivalent Course Number = BIOL 2414
Prerequisite: BY 154 (BIOL 2404) with a C or by permission of the instructor. Anatomy & Physiology II, BY 164 (BIOL 2414), is a lecture-laboratory course designed to continue the student's familiarization with the structures and functions of the systems of the human body. This course explores the mechanisms of the body's components under ideal conditions, and their dysfunction under adverse conditions. Included in this exploration are the trends in medical research and clinical applications of this research. At the end of this course, students

will have adequate knowledge and application of anatomy and physiology to continue further in their selected health science field and will have sufficient knowledge of the discipline to enter and succeed in their chosen health care professions.

BY 201 Special Topics in Biological Science (1 credit)
Prerequisite: Departmental approval and consent by the instructor who will direct the work. Readings and/or projects in selected disciplines of the biological sciences will be assigned.

BY 202 Special Topics in Biological Science (2 credits)
Prerequisite: Department approval and consent by the instructor who will direct the work. Readings and/or projects in selected disciplines of the biological sciences will be assigned.

BY 223 Environmental Science (3 hrs. lec., 3 credits)
Prerequisite: BY 114 (BIOL 1014) or 124. Scientific and social perspectives of environmental and resource problems. This is an ideal course for general education students, and gives them an introduction to ecology and field biology. It is designed for students entering the disciplines of biology, wildlife science and forestry.

BY 224 Microbiology (3 hrs. lec., 3 hrs. lab, 4 credits)
ACTS Equivalent Course Number = BIOL 2004
Designed to give fundamentals of morphology, taxonomy, ecology, and physiology and the economic importance of micro-organisms. Included are basic techniques of staining, culturing, and sterilization.

BY 1131 Biology Lab (3 hrs. lab, 1 credit)
Prerequisite: BY 113. This is a laboratory course in general biology covering the general use of the microscope, cell organization, physical and chemical bases of life, cell reproduction, plant tissue structures, and lower animal tissue structures. This course is offered only to students who have three credit hours of lecture in General Biology, BY 113, or its equivalence.

BY 1231 Biology Lab (3 hrs. lab, 1 credit)
Prerequisite: BY 123. This is a laboratory course in general biology covering topics related to higher plants and animals, and introductory genetics. This course is offered only to students who have three credit hours of lecture in the second course in General Biology, BY 123, or its equivalence.

BUSINESS ADMINISTRATION

BAN 103 Introduction to Accounting (3 hrs. lec., 3 credits)
Elementary accounting principles, including lectures, problems, and laboratory practices. Emphasis on procedures, forms, and practical application. **(CEP students may enroll).**

BAN 113 Introduction to Business (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = BUSI 1013
An introduction to business organization and procedure. **(CEP students may enroll).**

BAN 213 Principles of Accounting I (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = ACCT 2003
Prerequisite: BAN 103 or departmental approval. Introduction to financial accounting principles and problems as they apply to service and merchandising businesses. Emphasis will be placed on the accounting equation and the accounting cycle to include analysis of business transactions, internal control, and preparation of financial statements to be used by business stakeholders.

BAN 223 Principles of Accounting II (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = ACCT 2013
Prerequisite: BAN 213 (ACCT 2003) or departmental approval. A continuation of BAN 213 (ACCT 2003). Introduction to managerial accounting with an emphasis on partnerships, corporation, manufacturing cost flow systems, and applying the budgeting process. Cost and budget accounting will be introduced as well as analysis and interpretation of special/budget reports, corporate financial statements, and cost reports.

BAN 233 Legal Environment of Business (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = BLAW 2003
A study of fundamental principles of law that apply to important business transactions. The legal principles of contracts, agency and employment, negotiable instruments and bailments.

BAN 263 Business Communication (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = BUSI 2013
Prerequisite: EH 113 (ENGL 1013) and CT 113 (CPSI 1003) or departmental approval. Theories and principles of nonverbal, oral, and written communication; emphasis on basic writing skills as applied in composing a variety of letters, memorandums, and resumes.

BAN 283 Computerized Accounting (3 hrs. lec., 3 credits)
Prerequisite: CT 113 (CPSI 1003) and BAN 213 (ACCT 2003) or departmental approval. This course provides an innovative, integrated learning software package that covers the major components of a computerized accounting system.

BUSINESS MANAGEMENT

BMGT 233 Principles of Management (3 hrs. lec., 3 credits)
Factors that provide a foundation for management practices. Evolution of management, management science, behavioral theory, organization theory, systems concepts, and managerial techniques in planning, organizing, directing and controlling.

BMGT 273 Business Management Internship (9 hrs. lab, 3 credits)
Prerequisite: Departmental approval. Students will apply for and be assigned to an approved organization during their last semester under the direct supervision of a management executive and general supervision of the internship coordinator. Students will gain experience in combining classroom theory with on-the-job training.

BMGT 283 Business Statistics (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = BUSI 2103
Prerequisite: ACT Math score of 17 or above, or 237-248 or above on the NG ACCUPLACER QAS.
Statistical methods used in studying business and economic data, averages and dispersions, probability, sampling, statistical inference, estimation, tests of hypothesis, index numbers, linear regression and correlation.

CDL/TRUCK DRIVING

TD 102 Truck Maintenance and Road Safety (2 credits)
This course examines the basics of preventive maintenance and inspection procedures for gasoline and diesel powered tractor-trailers. Students will demonstrate proficiency with maintenance of drivelines, brake systems, electrical systems, and other concerns faced by the professional truck driver. Students will also demonstrate proficiency in map reading and use of log book procedures.

TD 103 Truck Driving II (3 credits)
Prerequisite: TD 104. This course is a continuation of Truck Driving I and is designed to focus on developing advanced driving skills and practice. Students will demonstrate proficiency in cargo handling, driving on two and four lane roads, urban and rural driving strategies, night driving, and weather conditioned driving. Students will also experience pulling heavy and empty loads and a variety of trailer types.

TD 104 Truck Driving I (4 credits)
This course focuses on vehicle inspection, preventative maintenance, and hands-on defensive driving. Students will demonstrate proficiency in coupling and uncoupling correctly which is basic to the safe operation of combination vehicles. Students will also demonstrate proficiency in shifting, backing, and city and highway driving.

TD 106 Road Internship (6 credits)
Corequisites: TD 102, TD 103, TD 104, TD 112, and Commercial Driver's License (CDL). Students will complete an internship of direct road driving which includes pre and post trip applications under the direct supervision of the CDL/Truck Driving Instructor. Students will gain experience in combining classroom theory with on the road driving.

TD 112 Road Regulations and Rules (2 credits)
This course provides a review and understanding of the federal and state Department of Transportation (DOT) rules and regulations for the trucking industry and application of this knowledge to the professional operation of commercial vehicles.

TD 122 CDL Refresher (2 credits, 30 hours)
This course provides refresher training for individuals with an expired CDL license or those who need to update driver training skills. The course will also cover skills for hazmat, double and triples, and tanker certifications.

CHEMISTRY

*A laboratory fee of $10.00 will be assessed for all chemistry courses. This fee does not cover damage or breakage of non-expendable equipment.

CY 104 Chemistry I for Health Sciences: Introduction to Chemistry (3 hrs. lec., 3 hrs. lab, 4 credits) (fall semester)
ACTS Equivalent Course Number = CHEM 1214
This is an algebra based course designed for majors in the health sciences or students with basic skills needs in general chemistry. The course content includes nomenclature, atomic and molecular structure, bonding, and reactions. This course is appropriate only as a review course for chemistry, other science or pre-professional majors.

CY 113 General Chemistry (Selected Topics) (3 hrs. lec., 3 credits)
Prerequisite: High school algebra and departmental approval. A lecture course covering the subject matter of the first semester of general chemistry. No laboratory practice is required. This course offering is contingent upon a 19 on ACT and enrolled or have taken, MS 123 (MATH 1103), College Algebra, prior approval of both instructor and Dean.

CY 1131 General Chemistry (Selected Topics)
This lab is offered only to students enrolled in CY 113 online or to students who have received credit for CY 113.

CY 114 General Chemistry I (3 hrs. lec., 3 hrs. lab, 4 credits)
ACTS Equivalent Course Number = CHEM 1414
Corequisite: MS 123 (MATH 1103) & MS 213
Prerequisite: High school algebra or departmental approval. General Chemistry I, CY 114 (CHEM 1414), covers the basic principles of chemistry with emphasis upon stoichiometry, periodic properties of the elements and the correlation between electronic configurations

of the elements and these properties. The laboratory emphasizes both the qualitative and quantitative aspects of chemistry. Corequisites for this course are college algebra (MS 123 (MATH 1103)) and applied mathematics for students of science (MS 213).

CY 123 General Chemistry (Selected Topics) (3 hrs. lec., 3 credits)
Prerequisite: CY 113 or CY 114 (CHEM 1414) and departmental approval. A lecture course covering the subject matter of the second semester of general chemistry. No laboratory practice is required. This course offering is contingent upon prior approval of both instructor and division chairman.

CY 124 General Chemistry II (3 hrs. lec., 3 hrs. lab, 4 credits)
ACTS Equivalent Course Number = CHEM 1424
Prerequisite: CY 114 (CHEM 1414). General Chemistry II, CY 124 (CHEM 1424), is a continuation of CY 114 (CHEM 1414). This course treats in detail the states of matter, the energy relationships involved in physical and chemical changes, equilibrium and kinetics. Prerequisites for this course are MS 123 (MATH 1103) (College Algebra), CY 114 (CHEM 1414) (General Chemistry I), and MS 213 (Applied Math for Science Students) or departmental approval. The laboratory emphasizes quantitative analysis.

CY 134 Chemistry I for General Education/Non Majors (3 hrs. lec., 3 hrs. lab, 4 credits)
ACTS Equivalent Course Number = CHEM 1004
This survey course introduces Chemistry as it applies to the real world. Includes basic topics of scientific method, measurement, states of matter, atomic structure, periodic table, chemical properties, and chemical reactions. Appropriate for general education. Not appropriate for science majors. Lab required. **This is an algebra-based chemistry course and it is strongly recommended that the student should have completed College Algebra with a "C" or better.**

CY 204 Chemistry II for Health Sciences: An Introduction to Organic and Biochemistry (spring semester) (3 hrs. lec., 3 hrs. lab, 4 credits)
ACTS Equivalent Course Number = CHEM 1224
Prerequisite: MS 1023 and CY 104 (CHEM 1214) or departmental approval. Students with 17-18 or above on the ACT, 237-248 on the NG ACCUPLACER QAS. Chemistry II for Health Sciences: An Introduction to Organic and Biochemistry, CY 204 (CHEM 1224), is a one-semester survey course treating simple nomenclature, the chemical and physical properties of organic compounds and the structure and function of the major classes of physiologically important compounds. This course is designed to give students of health sciences a basic knowledge of organic and biochemistry. A text that combines inorganic, organic and biochemistry is used. Some knowledge on the part of the student of inorganic chemistry is assumed.

CY 213 Organic Chemistry (Selected Topics) (3 hrs. lec., 3 credits)
Prerequisite: General Chemistry and departmental approval. A lecture course covering the subject matter of the first semester of organic chemistry. No laboratory practice is required. This course offering is contingent upon prior approval of both instructor and Dean.

CY 214 Organic Chemistry (3 hrs. lec., 3 hrs. lab, 4 credits)
Prerequisite: CY 124 (CHEM 1424). A unified course designed to provide the student with a knowledge of aliphatic and aromatic carbon compounds. Their nomenclature, classification, derivatives, and general reactions are emphasized.

CY 223 Organic Chemistry (Selected Topics) (3 hrs. lec., 3 credits)
Prerequisite: CY 214 or CY 213. A continuation of CY 213, emphasizing structure-reaction relationship and mechanistic pathways. There is no laboratory requirement for this course.

CY 224 Organic Chemistry (3 hrs. lec., 3 hrs. lab, 4 credits)
Prerequisite: CY 214. A continuation of CY 214, emphasizing structure-reaction relationships and mechanistic pathways.

COMPUTER TECHNOLOGY

CT 113 Computer Information Systems (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = CPSI 1003
Prerequisite: Keyboarding and/or computer skills. This course introduces computer terminology and concepts. Students will have "hands-on" experience using Microsoft Office, which includes Word, Excel, PowerPoint and Access. Students will also have "hands-on" training using e-mail and the Internet.

CT 153 Computer Operating Systems (3 hrs. lec., 3 credits)
This course presents the fundamental concepts of an operating system, file management activities, the Internet and Email. Microsoft Windows will be used as the operating system.

CT 163 Introduction to Programming/Coding in Visual Basic (3 hrs. lec./lab, 3 credits)
Prerequisite: CT 113 (CPSI 1003) or departmental approval. This course introduces the student to the fundamental concepts and use of object-oriented programming to create applications in a windows environment using Visual Basic programming language. The student will also learn to use the three programming structures: sequential, selection, and repetition.

CT 173 Network Administration (3 hrs. lec., 3 credits)
Prerequisite: CT 113 (CPSI 1003) or departmental approval. This course introduces the vocabulary, concepts, and uses of networking. The students will also be involved in activities that provide hands on networking experience using Windows Server and Active Directory.

CT 213 Microcomputer Business Applications (3 hrs. lec., 3 credits)
Prerequisite: Keyboarding and/or computer skills. This course is designed to give the student theory as well as "hands-on" experience with popular software packages, such as a data base, spreadsheet, and word processing. **(CEP students may enroll).**

CT 233 Programming/Coding for Web Design (3 hrs. lec., 3 credits)
Prerequisite: CT 113 (CPSI 1003) or departmental approval. This course will teach Website design and management techniques using applications designers and developers to create web designs and applications which can be used to publish online for a variety of browsers,

devices, and tablets. Topics include HTML, planning and creating new websites, tables, forms, templates, style sheets, layers, image maps, navigation bars, and animation.

CT 263 Coding in Java/Java Script (3 hrs. lec., 3 credits)
Prerequisite: CT 163. This course focuses on object oriented programming in Java for web, mobile, and business applications. Students will further their knowledge in selection structure, interface design, and object oriented programming practices.

CT 273 Relational Database Applications (3 hrs. lec., 3 credits)
Prerequisites: CT 113 (CPSI 1003) or departmental approval. This course introduces the student to a general knowledge of database design, administration, and application development using Microsoft Access.

CT 293 Programming/Coding in C# (3 hrs. lec./lab, 3 credits)
Prerequisite: CT 163 or departmental approval. This course focuses on advanced programming concepts using Microsoft C#. Students will develop applications using decision structure, method calling, arrays, and parameter passing.

CT 1233 Advanced MS Office Applications (3 hrs. lec., 3 credits)
Prerequisites: CT 113 (CPSI 1003) or departmental approval. This course focuses on the advanced concepts of Word, Excel, and PowerPoint.

CT 1243 Web Applications Coding (3 hrs. lec., 3 credits)
Prerequisite: CT 233. This course features coding data driven applications for the web and will utilize a variety of modern web programming utilities and languages. Topics will focus on developing and coding applications that will be utilized in an e-commerce environment. Students will be exposed to topics that build upon the skills developed in CT 233 and will include the most up to date coding tools for an e-commerce environment. Additionally, students will be taught the concepts related to business for an online environment, such as shopping carts, data security, and data storage.

CT 1283 Integrated Office Projects (3 hrs. lec., 3 credits)
Prerequisites: CT 273 and CT 1233. Students will integrate software skills in Word, Excel, Access, and PowerPoint using business-oriented projects. This capstone course should be taken during the final semester.

CONSTRUCTION

CC 103 Construction I (3 hrs. lec., 3 credits)
This course provides an overview of basic safety, math, rigging, communication, and employability skills as well as an introduction to hand tools, power tools, blueprint reading, orientation of the trades, and other construction skills needed on job sites.

CC 113 Construction II (3 hrs. lec., 3 credits)
This course introduces students to a variety of advanced construction methods for various types of horizontal formwork systems used in construction including masonry and the basic types of scaffolding used in masonry construction. In addition, students will be trained to use mobile crane operations and various pieces of light construction equipment used at construction sites such as an aerial lift and forklifts.

COSMETOLOGY

COSM 104 Cosmetology Practical Applications I (4 credits)
This course allows students hands on experience with hairstyling, manicuring, and aesthetics to combine the basic theoretical concepts with practical applications using mannequins and lab demonstrations. Students receive instruction and supervised experience to enhance learning opportunities and reinforce cosmetology skills. Students demonstrate learning by the completion of required practical and clinical activities.

COSM 105 Cosmetology Science and Theory I (5 credits)
This course includes a basic study of hairstyling, manicuring, and aesthetics. Curriculum includes topics such as the basic principles and techniques of the hair and scalp including hair care, design, and chemical processes; manicures, pedicures, and massages including proper safety procedures related to skin care, nail care, and facial treatments; the proper use of salon equipment and tools; the study of human anatomy, bacteriology, physiology, and cells emphasizing math and science with chemistry and electricity as it relates to cosmetology; laws, rules, and regulations related to the cosmetology industry; and maintaining a healthy body and mind including various levels of hygiene, sanitation, and infection control procedures. Integrated into this course are concepts of learning professional ethics and salon operations including salesmanship, business management, effective written and oral communication to establish good customer service, and overall salon deportment.

COSM 106 Clinical Experience I (6 credits)
This course is designed for students to gain experience integrating basic cosmetology skills into a salon environment. Students perform basic techniques and demonstrate cosmetology skills with hairstyling, manicuring, and aesthetics using students and outside patrons. Under supervision of a licensed instructor, the clinic is operated as an actual beauty salon business.

COSM 153 Nail Technology (3 credits)
The study of the nails, its parts, diseases, and the anatomy as applied to the hands and arms.

COSM 155 Cosmetology Manicuring Theory (5 credits)
This lecture course covers the principles of manicuring and pedicuring.

COSM 204 Cosmetology Practical Applications II (4 credits)
This course is a continued study into the intermediate skill applications that allow students hands on experience with hairstyling, manicuring, and aesthetics to combine the intermediate theoretical concepts with practical applications using mannequins and lab demonstrations.

Students receive instruction and supervised experience to enhace learning opportunities and reinforce cosmetology skills. Students demonstrate learning and continuation by completion of required practical and clinical activities.

COSM 205 Cosmetology Science and Theory II (5 credits)
This course provides a continued study into the intermediate concepts of hairstyling, manicuring, and aesthetics. Curriculum includes topics such as the intermediate principles and techniques of the hair and scalp including hair care, design, and chemical processes; manicures, pedicures, and massages including proper safety procedures related to skin care, nail care, and facial treatments; the proper use of salon equipment and tools; the study of human anatomy, bacteriology, physiology, and cells emphasizing math and science with chemistry and electricity as it relates to cosmetology; laws, rules, and regulations related to the cosmetology industry; and maintaining a healthy body and mind including various levels of hygiene, sanitation, and infection control procedures. Integrated into this course are concepts of learning professional ethics and salon operations including salesmanship, business management, effective written and oral communication to establish good customer service, and overall salon deportment.

COSM 206 Clinical Experience II (6 credits)
This course is designed for students to gain experience integrating intermediate cosmetology skills into a salon environment. Students perform intermediate techniques and demonstrate cosmetology skills with hairstyling, manicuring, and aesthetics using students and outside patrons. Under supervision of a licensed instructor, the clinic is operated as an actual beauty salon business.

COSM 293 Special Problems (3 credits)
Training in subjects in which student may be deficient and/or the practice of cosmetology.

COSM 304 Cosmetology Practical Applications III (4 credits)
This course allows students hands on experience with hairstyling, manicuring, and aesthetics to combine the advanced theoretical concepts with practical applications using mannequins and lab demonstrations. Students receive instruction and supervised experience to enhace learning opportunities and reinforce cosmetology skills. Students demonstrate advancement by completion of required practical and clinical activities. This course prepares students to take the cosmetology licensing exam given by the Arkansas Department of Health-Cosmetology section.

COSM 305 Cosmetology Science and Theory III (5 credits)
This course includes the advanced study of hairstyling, manicuring, and aesthetics. Curriculum includes topics such as the advanced principles and techniques of the hair and scalp including hair care, design, and chemical processes; manicures, pedicures, and massages including proper safety procedures related to skin care, nail care, and facial treatments; the proper use of salon equipment and tools; the study of human anatomy, bacteriology, physiology, and cells emphasizing math and science with chemistry and electricity as it relates to cosmetology; laws, rules, and regulations related to the cosmetology industry; and maintaining a healthy body and mind including various levels of hygiene, sanitation, and infection control procedures. Integrated into this course are the concepts of learning professional ethics and salon operations including salesmanship, business management, effective written and oral communication to establish good customer service, and overall salon deportment. This course prepares students to take the cosmetology licensing exam given by the Arkansas Department of Health-Cosmetology section.

COSM 306 Cosmetology Theory and Practical Application (6 credits)
Includes instruction on all aspects of cosmetology. Practical application on mannequins, students and outside patrons in clinical setting is emphasized.

COSM 406 Clinical Experience III (6 credits)
This course is designed for students to gain experience integrating cosmetology skills in a salon environment. Students perform techniques and demonstrate cosmetology skills with hairstyling, manicuring, and aesthetics using students and outside patrons. Under supervision of a licensed instructor, the clinic is operated as an actual beauty salon business. This course prepares students to take the cosmetology licensing exam given by the Arkansas Department of Health-Cosmetology section.

COSM 506 Clinical Experience IV (6 credits)
Prerequisite: COSM 406. Students gain experience in advanced theory and practical applications in hairstyling, manicuring, and aesthetics using mannequins, students and outside patrons. Under supervision of a licensed instructor, the site for the clinical is in the cosmetology lab which is operated as an actual beauty salon business. This course is designed for students who need additional clinical hours to gain more experience to prepare for the state licensure exam.

COSM 1510 Cosmetology Manicuring Lab (10 credits; 375 contact hours)
Students develop manicuring skills through practical application.

CRIMINAL JUSTICE

CJI 103 Law Enforcement (3 hrs. lec., 3 credits)
The focus of this course will be on society and the criminal justice system. This instructional program prepares individuals to perform the duties of police and public security officers, including patrol and investigative activities, traffic control, crowd control, and public relations. There is an emphasis on understanding society and the importance of community relations. (Fall)

CJI 113 Introduction to Criminal Justice (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = CRJU 1023
This course is an introduction to the history, philosophy, evolution, and organization of law enforcement in a democratic society. There is an orientation to agencies involved in the administration of criminal justice. This course focuses on law enforcement, the court system, and the corrections system with an emphasis on examining American criminal justice as an interdisciplinary field of study which reflects the attitudes, values and beliefs of a democratic culture. (Fall)

CJI 123 Advanced Law Enforcement (3 hrs. lec., 3 credits)
This course is an introduction to corrections, policing, security, and other enforcement. This instructional program prepares individuals to perform the duties of police and public security officers, including patrol and investigative activities, traffic control, crowd control, public relations, and witness interviewing. (Spring)

CJI 143 Juvenile Justice (3 hrs. lec., 3 credits)
This course introduces students to issues and trends of juvenile delinquency and provides a background of the social problems which perpetuate delinquency. A detailed study of theories related to the macro and micro perspectives of crime among delinquents will be examined including the biological, psychological, and social roots of delinquency. In addition, students will learn the history and evolution of the juvenile justice system. (Spring)

CJI 163 Correction Systems and Practices (3 hrs. lec., 3 credits)
This course introduces students to an analysis and evaluation of contemporary correctional systems and discussion of recent research concerning the correctional institution and the various field services. (Fall)

CJI 213 Legal Aspects of Law Enforcement (3 hrs. lec., 3 credits)
A study of investigation, arrest, search and seizure; and constitutional and statutory law and the decisions of the United States Supreme Court and the Arkansas Court of Criminal Appeals. (Fall)

CJI 233 Criminal Procedures and Evidence (2 hrs. lec., 1 hr. lab., 3 credits)
This course introduces students to the theories and practices of crime scene processing and investigating which include a thorough understanding of the written reports and other media required to document crime scenes, maintaining the chain of custody of evidence, and adhering to courtroom admissibility requirements. Students will have exposure to the use of still photography, videography, and emerging technologies used to document crime scenes. (Fall)

CJI 243 Investigation and Courtroom Protocols (3 hrs. lec., 3 credits)
The focus of this course is to introduce students to the judicial system including processes and procedures from incident to disposition, the kinds and degrees of evidence, and the rules governing admissibility of evidence in court. Students will learn about state and federal courts, arrest, search and seizure laws, exclusionary and statutory rules of evidence, and other related issues. (Fall)

CJI 263 Criminology (3 hrs. lec., 3 credits)
This course is a study of crime as a form of deviant behavior; nature and extent of crime; past and present theories; and evaluation of prevention, control, and treatment programs. (Fall)

CJI 273 CJI Internship (3 hrs. lec., 3 credits)
Departmental approval required. The internship is designed to provide application of criminal justice practices in the work force. Prior to starting the internship the CJ department must approve the work and study in private or public CJ organizations. The internship experience provides an opportunity for students to apply classroom knowledge with on the job training. All interns are under the direct supervision of a CJ instructor. Students will have 15 direct contact hours with the instructor and complete 90 contact hours in the field. (Spring)

CJI 1103 Special Topics in Law Enforcement (3 hrs. lec., 3 credits)
This course is a continuation of CJI 103. It introduces the student to special topics in law enforcement with an emphasis on society, the criminal justice system and community relations.

CJI 1113 Foundations Criminal Justice (3 hrs. lec., 3 credits)
Foundations of Criminal Justice is a survey of the foundations of law enforcement in a democratic society. Orientation to all aspects of criminal justice, including history, philosophy and organization, are examined in the course. Law enforcement, the court system, the corrections system, and the American criminal justice system are foci of study. The course is designed to show the interdisciplinary aspects of law enforcement and how the attitudes, values and beliefs of democratic society are reflected within the institution of criminal justice. (Spring)

CJI 1123 Special Topics in Advanced Law Enforcement (3 hrs. lec., 3 credits)
This course is a continuation of CJI 123. It introduces the student to special topics in corrections, policing, security, and other enforcement. (Spring)

CYBER SECURITY

CYS 103 Scripting Fundamentals (3 hrs. lec., 3 credits)
Prerequisites: NT 143 and CT 163
This course offers an in-depth introduction to scripting languages including basic data types, control structures, regular expressions, input/output, and textual analysis.

CYS 113 Advanced Linux Operating Systems (3 hrs. lec., 3 credits)
Prerequisite: NT 143
This course introduces the student to the fundamentals of system administration using Linux operating systems. Additionally, the course provides the broad-based knowledge necessary to prepare students for further study in other specialized security fields.

CYS 123 Intrusion Detection/Prevention (3 hrs. lec., 3 credits)
Prerequisite: NT 123
Intrusion Detection/Prevention Systems are critical components of well-designed network architectures. These systems act as a line of defense, helping protect company assets from attacks. In this course, students gain a thorough grounding in the design, implementation,

and administration of IDSes/IPSes, as well as practical, hands-on experience working with these systems. In addition, students analyze various attack signatures and the network traffic these systems collect.

CYS 133 Network Security Fundamentals (3 hrs. lec., 3 credits)
Prerequisite: NT 123 or departmental approval.
This course prepares students for entry-level security specialist careers by developing an in-depth understanding of network security principles and the tools and configurations needed to secure a network.

CYS 143 Ethical Hacking/Network Defense (3 hrs. lec., 3 credits)
Prerequisites: CYS 103, CYS 113, CYS 123, CYS 133. This capstone course combines an ethical hacking methodology with the hands-on application of security tools to better help students secure their systems. Students are introduced to common countermeasures that effectively reduce and/or mitigate attacks.

DRAFTING

DR 104 Introduction to CAD I (4 hrs. lec./lab., 4 credits)
Introduction to computer graphics. This course applies drafting skills to the computer in basic programming, working drawings and dimensioning. Use of plotters and printers is also taught.

DR 114 Introduction to CAD II (4 hrs. lec./lab., 4 credits)
This course is designed to apply the drafting skills learned in DR 104 to computer graphics. This course should allow the student who masters the course to transfer through computer languages and menu technique, drafting skills of geometric construction, orthographic projections, isometric developments and dimensioning directly into the CAD computer for immediate programming and printout.

EARLY CHILDHOOD EDUCATION

ECD 1001 Field Experience I (1 credit)
Corequisite: Enrollment in ECD 1003. This course provides practical field experience in the methods of early childhood education, the use of early childhood education materials, and the application of the six competency goals and thirteen functional areas of child development. A fee of $350 will be assessed to this course.

ECD 1003 Fundamentals of Childcare (3 hrs. lec., 3 credits)
Corequisite: Enrollment in ECD 1001. This course is designed to acquaint the student with the historical roles of families in their child's development. The student will become familiar with the theories supporting early childhood education and learn how to develop an effective program designed uniquely for children (**ages birth to eight**). The students will also obtain knowledge of state and federal laws pertaining to the care and education of young children.

ECD 1101 Field Experience II (1 credit)
Corequisite: Enrollment in ECD 1203. Students will apply methods of Early Childhood Education, use materials designed for children, and develop an early childhood curriculum guide for use in the classroom. A fee of $375 will be assessed to cover this course.

ECD 1103 Child Development (3 hrs. lec., 3 credits)
The study and recognition of maturational and environmental factors in children's growth and development. An emphasis on cognitive language, sensorimotor, and physical development in children from birth to six years of age will be examined in this course.

ECD 1203 Application of Childcare (3 hrs. lec., 3 credits)
Corequisite: Enrollment in ECD 1101. This course is designed to provide the student with a broad knowledge base to design an early childhood education program that will meet the needs for children. It will provide the opportunity for students to design environments that are physically and emotionally secure. Further, students will plan and implement activities that are age, stage, and culturally appropriate for children from birth to five years. The framework for this course is based on the guidelines established by the Council for Early Childhood for Professional Recognition. Students will also examine the impact of multiculturalism on child development.

ECD 103 Foundations of Early Childhood Education (3 hrs. lec., 3 credits)
This course is designed to acquaint the student with the historical roles of families in their childs development. The student will become familiar with the theories supporting Early Childhood Education and learn how to develop an effective program designed uniquely for children **(ages birth to 8)**. The students will also obtain knowledge of state and federal laws pertaining to the care and education of young children.

ECD 113 Health, Safety & Nutrition (3 hrs. lec., 3 credits)
This course is designed to provide the student with a broad knowledge base to design an early childhood education program that will meet the needs for children. It will provide the opportunity for students to design environments that are physically and emotionally secure. Further, students will plan and implement activities that are age, stage, and culturally appropriate for children from birth to five years. The framework for this course is based on the guidelines established by the Council for Early Childhood for Professional Recognition. Students will also examine the impact of multiculturalism on child development.

ECD 181 Management Practice for Child Care Centers (1 hr. lec., 1 credit)
Management regulations and competencies will be examined. Issues relating to managing personnel, finances, and other variables in a child care center will be included in this study. Legal issues which apply to or affect early childhood care centers will be discussed.

ECD 201 CDA Renewal/Running and Maintaining a Daycare Business (1 hr. lec., 1 credit)
Designed for students seeking CDA renewal. This class reviews the paperwork and documentation required to maintain family daycare and preschool programs. Various legal concerns will be examined.

ECD 213 Child Guidance (3 hrs. lec., 3 credits)
Prerequisite: ECD 1103 or Dept. Approval. This course relates principles of child development to appropriate methods of guiding children's behavior for children Birth through Pre-kindergarten, including children with special needs. Techniques for managing groups of children in the various childcare settings are practiced.

ECD 223 Math & Science for ECED (3 hrs. lec., 3 credits)
Prerequisite: ECD 1103 or departmental approval. This course will introduce students to a variety of age appropriate concepts and methods in mathematics and science. Students will develop activities, make or obtain manipulatives; plan and practice developmentally appropriate experiences that meet standards recognized by NAEYC, NCTM and others.

ECD 243 Infant/Toddler Curriculum (3 hrs. lec., 3 credits)
Prerequisite: ECD 1103 or departmental approval. This course is based on the foundation of research in child development and focuses on planning and implementing enriching environments with appropriate interactions and activities for young children (birth through two) including those with special needs, to maximize physical, cognitive, communication, creative, language/literacy, and social/emotional growth and development. Competencies are based on Standards developed by the National Association for the Education of Young Children for quality early childhood settings. Also covered: 1) Information on the Quality Approval process and Accreditation for Early Childhood settings in Arkansas, now called *Better Beginnings* and 2) Arkansas Child Development and Early Learning Standards: Birth through 60 Months.

ECD 253 Literacy and Language Arts (3 hrs. lec., 3 credits)
Prerequisite: ECD 1103 or departmental approval. This course is designed to make the early childhood educator aware of the acquisition of language and how to provide children **birth through pre-kindergarten, including children with special needs** with language rich environments by incorporating the four areas of language: speaking, listening, writing and reading.

ECD 263 Preschool Curriculum (3 hrs. lec., 3 credits)
This course is based on the foundation of research in child development and focuses on planning and implementing enriching environments with appropriate interactions and activities for young children (three through 5) including those with special needs, to maximize physical, cognitive, communication, creative, language/literacy, and social/emotional growth and development.

ECD 283 Future Perspectives (3 hrs. lec., 3 credits)
Prerequisite: ECD 1103 or departmental approval. This course introduces students to current research in the field of early childhood education. Students will develop a knowledge base of the NAEYC Code of Conduct through analyzing case studies designed to demonstrate competencies compatible with current research and practice, development of a professional portfolio to demonstrate competencies in the skills relating to the NAEYC Associate Degree Standards.

ECD 293 Practicum (3 hrs. lec., 3 credits)
Prerequisite: ECD 1103 or department approval. Students must be employed or volunteer in a licensed childcare facility to apply the knowledge acquired and skills learned in previous coursework. Observation of the student's work and evaluation of student skills are conducted by instructors following the NAEYC Associate Standards. Students must demonstrate competency in all areas observed and complete a minimum number of clock hours, determined by the institution, of observation and work experience with children birth to five. An emphasis will be on the observation of physical, cognitive, language, social and emotional development in connection with previous courses.

ECONOMICS

ES 213 Principles of Macroeconomics (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = ECON 2103
An introduction to the principles of economics. This course deals with the "grand total" of economic activity as well as inflation, unemployment, fiscal, and monetary policy.

ES 223 Principles of Microeconomics (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = ECON 2203
Prerequisite: ES 213 (ECON 2103) or departmental approval. A continuation of ES 213 (ECON 2103), including the behavior of decision makers in the economy, taxation, income distribution, and current economic problems.

EDUCATION

EN 113 Introduction to Education (3 hrs. lec./lab, 3 credits)
Introduction to the history, principles, techniques, and objectives of public education. Thirty-two hours of field based experience is required.

EN 183 Driver's Education (3 hrs. lec., 1 1/2 hrs. lab, 3 credits)
Students must have a license or permit before they are allowed to attend the driving labs. This class prepares students to be safe and defensive drivers. The students attend lecture classes and 8-9 driving lessons. This course helps to decrease insurance rates.

EN 213 Computers in Education (3 hrs. lec., 3 credits)
This course is designed for those students expressing an interest in teaching. Emphasis will be placed on actual development of computer operating skills, computer literacy and computer user competency in software, e-portfolios, and the web. Students will also explore the teaching and learning potential of current and emerging educational technology.

EMERGENCY MEDICAL TECHNICIAN

EMT 101 EMT Refresher (24 hrs. lec., 1 credit)
This course follows the USDOT National Standard Curriculum and provides 24 hours of refresher training. Information provided assists Arkansas certified or nationally registered EMT-Basics to meet recertification requirements.

EMT 102 First Responders (40 hrs. lec., 2 credits)
This course follows the USDOT National Standard Curriculum and includes 40 hours of first responder training. It is designed for firefighters, law enforcement officers, and industrial emergency responders who stabilize a victim until the arrival of community EMS providers. Emphasis is placed on recognition and understanding of life-threatening medical emergencies and traumatic injuries. Skills taught include cardiopulmonary resuscitation (CPR), use of an automated defibrillator (AED), management of oxygen therapy, as well as spinal immobilization and splinting.

EMT 1010 Emergency Medical Training (10 credit hrs., 144 hrs. lec, 48 hrs/lab)
This course follows the USDOT National Standard Curriculum for EMT-Basic. Medical emergencies and traumatic injuries, with emphasis on life-threatening conditions, are explored. Skills taught include management of oral and nasopharyngeal airways, cardiopulmonary resuscitation (CPR), use of an automated external defibrillator (AED), as well as spinal immobilization and splinting. Additionally, students are trained to assist individuals with self-administered medications and automobile extrication. Upon successful completion of this course, students are eligible to apply to take the State of Arkansas and National Registry EMT-Basic practical and written examinations for certification.

ENGLISH

EH 1011 Basic Writing I Lab (1 hr. lab, 1 credit)
Corequisite: EH 1013
Computer lab setting designed to assist students with grammar/mechanics skills through exercises, writing and tutorial instruction.

EH 1013 Basic Writing I (3 hrs. lec., 3 credits)
Prerequisite: ACCUPLACER Next Generation Writing score of 225 or below.
Corequisite: EH 1011
This course is a non-transferable basic writing course designed to promote writing competence and fluency. It focuses on writing, reading, and grammar skills. Students will receive individual help in reading, vocabulary, sentence construction, and paragraph writing. Students who complete all course work with a "C" grade or better are eligible for the next level of Basic Writing II, EH 1023.

EH 1021 Basic Writing II Lab (1 hr. lab, 1 credit)
Corequisite: EH 1023
Computer lab setting designed to assist students in reinforcing writing skills studied in the classroom through practice and tutoring/ instruction.

EH 1023 Basic Writing II (3 hrs. lec., 3 credits)
Prerequisite: Completion of EH 1013 with a grade of "C" or higher or ACCUPLACER Next Generation Writing score of 226-250.
Corequisite: EH 1021 and SS 101. This course is a non-transferable writing course designed to promote competence and fluency. It prepares the student for the language and writing skills necessary for advancing to Composition I. Students who complete this course work with a "C" grade or better are eligible for Composition I, EH 113 (ENGL 1013).

EH 113 Composition I (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = ENGL 1013
Prerequisite: Completion of EH 1023 with a grade of "C" or higher, ACT English score of 19 or above, or ACCUPLACER Next Generation Writing score of 251 or higher.
Corequisite: SS 111 or SS 110 **(SS 110 required for ADN and PN Allied Health majors)**. Composition I, EH 113 (ENGL 1013), is designed to aid students in improving their writing skills by developing expository and persuasive composition, to do research and develop a research paper, with APA documentation, and to give them experience with the computer. Passages from the text, written by both students and professional writers, will serve as guides to the students in composing their own papers on the computer.

E**H 1131 Composition I lab (1 hr.)**
Corequisite: EH 113 for students with an ACCUPLACER NG score between 226 and 250 or an ACT score between 14 and 18.
This lab will be designed to provide remediation to students whose ACCUPLACER NG score or ACT score would have placed them in EH 1023 prior to this semester.

EH 123 Composition II (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = ENGL 1023
Prerequisite: EH 113 (ENGL 1013) with a minimum grade of "C". Composition II, EH 123 (ENGL 1023), is a continuation of EH 113 (ENGL 1013) and is a further study of principles and techniques of expository and persuasive composition, analysis of texts, research methods and critical thinking.

EH 233 World Literature I (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = ENGL 2113
Prerequisite: EH 113 (ENGL 1013) and EH 123 (ENGL 1023) or consent of the instructor. World Literature I, EH 233 (ENGL 2113), introduces students to literature from the Ancient period through the Renaissance. Historical development of the eras and global literary themes will be explored to expand the cultural backgrounds of the students. Students are required to read all assigned material before class sessions.

EH 243 World Literature II (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = ENGL 2123
Prerequisite: EH 113 (ENGL 1013) and EH 123 (ENGL 1023) or by consent of the instructor. World Literature II, EH 243 (ENGL 2123), is designed to enhance the students' cultural backgrounds via selected literary works that span eras from the Neoclassical period through the period of Contemporary literature emphasizing movements, schools, and periods. Literary themes and devices will be explored, along with the major historical development of the eras.

EH 263 African-American Literature (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = ENGL 2663
Prerequisite: EH 113 (ENGL 1013). African-American Literature, EH 263 (ENGL 2663), examines the major trends in African-American Literature using historical, political, and social contexts. Students will study works from the Colonial Era to the present. Examples from all literary genres will be included. The literature reflects that African American literature is a product of American literature which includes: Early American Literature (Colonial), Antebellum Literature, American Renaissance, 19th Century, Late 19th Century, 20th Century, Modernism, Postmodern (Contemporary). The African-American literary trends examined include Colonial, Abolition and Reconstruction (Antebellum), Nadir (Late 19th Century and Early 20th Century), Black Renaissance (20th Century); Protest (Modernism), Civil Rights, and Women's Era (Contemporary).

EH 273 Technical Writing (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = ENGL 2023
Prerequisite: EH 113 (ENGL 1013). Technical Writing, EH 273 (ENGL 2023), is a study, discussion, and writing of technical descriptions, abstracts, business communications, lab reports, and research reports. This course is required for people majoring in technical, scientific, and business areas. It is strongly recommended that the student should have completed EH 113 (ENGL 1013)(Composition I) with a "C" or better.

EH 283 Creative Writing (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = ENGL 2013
Prerequisite: EH 113 (ENGL 1013)
Creative Writing, EH 283 (ENGL 2013), offers practical experience in the techniques of writing poetry and fiction.

SS 101 Student Success I (1 hr. lec., 1 credit)
Corequisite: EH 1023. This course is designed to help students develop skills, knowledge and habits which will maximize their academic performance, improve personal interactions, explore and target career goals, and improve personal skills which impact scholastic achievement. Financial and career coaching is integrated into the curriculum and a cross referral strategy is used to ensure students are connected to services and benefits. Course topics include memory, note-taking, test-taking, study skills, conflict resolution, time management, financial literacy, and career planning.

SS 110 Student Success II (1 hr. lec., 0 credits)
Corequisite: EH 113 (ENGL 1013). This student success course is designed to help students develop a learning system for attaining maximum success in college, in work, and in life. This course focuses on critical thinking, interpersonal/intrapersonal skills, employability skills, leadership development, conflict resolution, service learning, financial management, and career development. Financial and career coaching is integrated into the curriculum and a cross referral strategy is used to ensure students are connected to services and benefits. **For students enrolled in PN and ADN Allied Health Programs.**

SS 111 Student Success II (1 hr. lec., 1 credit)
Corequisite: EH 113 (ENGL 1013). This student success course is designed to help students develop a learning system for attaining maximum success in college, in work, and in life. This course focuses on critical thinking, interpersonal/intrapersonal skills, employability skills, leadership development, conflict resolution, service learning, financial management, and career development. Financial and career coaching is integrated into the curriculum and a cross referral strategy is used to ensure students are connected to services and benefits.

FINE ARTS

FA 213 Fine Arts (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = ARTA 1003
Fine Arts, FA 213 (ARTA 1003), will include instruction and observation of creative human expression concentrating on the Fine Arts. In order to develop a more informed understanding of fine arts of our past and present civilizations, the course will trace the history of visual art and its influences on civilization and contemporary society. This course is a survey of architecture, sculpture, and painting in Western culture, from the beginnings of time through ancient Greece, the Renaissance, the Baroque period, and the Modern period to the present.

FRESHMAN SEMINAR

SOS 103 First Year Experience (3 hrs. lec., 3 credits)
This course provides individuals with the opportunity to cultivate skills, values, and attitudes necessary to become confident and capable students. College procedures, facilities, and services are introduced and students are assisted to identify career goals.

SOS 111 Study Skills and Strategies in Mathematics (1 hr. lec., 1 credit)
The emphasis of this course will be to assist students in learning techniques and strategies that will help them perform better in mathematics. Topics to be covered include: reducing math anxiety, listening and note taking skills, reading and homework study techniques, remembering what you have learned, and test taking skills.

GEOGRAPHY

GEOG 213 Introductory Geography (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = GEOG 1103
Introductory Geography, GEOG 213 (GEOG 1103), is a survey of the physical and cultural characteristics of the world environment. The course examines the inter-relationships between humankind and the physical world through the student's understanding of maps, terms, devices and methods employed by geographers in their study of people and places.

GRAPHIC COMMUNICATIONS

PR 103 Graphic Art & Design I (3 hrs. lec., 3 credits)
A visual communication of specific ideas in a clean and exact manner. Assignments include illustration and graphic symbolism using computers and laser printers for designing purposes.

PR 113 Graphic Art & Design II (3 hrs. lec., 3 credits)
Prerequisite: PR 103. A continuation of Graphic Art & Design I with emphasis on package design, client presentation, an advertising campaign utilizing the print media such as direct mail, point of purchase and billboard illustration.

PR 114 Printmaking (4 hrs. lec./lab, 4 credits)
Allows students to explore traditional and contemporary printmaking processes while creating indelible multiples or one-of-a-kind prints of your own images. Topics include woodcut, intaglio, serigraphy, lithography, calligraphy and monotype and a history of each.

PR 123 Graphic Design Typography (3 hrs. lec., 3 credits)
An exploration of letter forms and the crucial role they play in graphic design. Includes handcrafted calligraphy and computer manipulated characters. Emphasis is placed on choosing typefaces and applying them creatively.

PR 133 Illustration I (3 hrs. lec., 3 credits)
In this introduction to the fundamentals of drawing for illustration, freehand sketching, perspective, and drafting techniques are covered. Emphasis is on tight rendering. Projects include spot drawings, pencil, pen and ink, two-color, and technical/project illustration.

PR 143 Illustration II (3 hrs. lec., 3 credits)
Prerequisite: PR 133 or departmental approval. A continuation of Illustration I. Emphasis is on conceptual development and the application of various media and techniques examined through contemporary illustrators. Students are assigned a variety of projects with realistic limitations. Assignments may include fairy tales, fables, book illustration, trade publishing, non-fiction, and editorial assignments.

PR 164 Digital Photography (4 hrs. lec., 4 credits)
An introduction to the basic concepts of digital photography and preparing the images for print through applied studio problems.

PR 224 Two Dimensional Design (4 hrs. lec., 4 credits)
The basic art elements: color theory and two-dimensional composition; applied studio problems. Concentration on 2-D imaging creation is the focus of this course. Students use raster, vector, and layout programs to create original works.

PR 233 Printing and Layout Design (3 hrs. lec., 3 credits)
The design and development of various types of layouts. Copy mark-up, styles in display, and principles of conventional and modern layouts covered. Software used include Adobe InDesign, Quark, and MS Publisher.

PR 274 Computer Graphics (4 hrs. lec., 4 credits)
Students will use graphic software as tools to create various projects emphasizing different design and production capabilities. Using software such as Adobe Photoshop, Image Ready, Corel Paint Shop Pro and Illustrator, students will learn the basics of scanning, manipulation of digital images and creation of vector based artwork.

HISTORY

HY 153 History of Arkansas (3 hrs. lec., 3 credits)
This course is a history of Arkansas' social, political and economic development from pre-history to the present. It is highly recommended that students successfully complete HY 213 (HIST 2113) or HY 223 (HIST 2123) before enrolling in this course.

HY 163 World Civilizations I (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = HIST 1113
This course is the study of world civilizations to early modern period. This course surveys the development of society from Paleolithic Era. This course provides the historical context for selected cultures which reflect the development of social, political and economic interactions between major world civilizations. It also includes an examination of religion, philosophy, and rhetoric as reflected in those societies. Students enrolled in the course will develop and utilize critical thinking and communication skills in order to gain a global and historical perspective.

HY 173 World Civilizations II (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = HIST 1123
This course is the study of world civilizations from the modern period to the present. This course provides the historical context for selected cultures which reflect the development of social, political and economic interactions between major world civilizations. It also

includes an examination of religion, philosophy, and rhetoric as reflected in those societies. Students enrolled in the course will develop and utilize critical thinking and communication skills in order to gain a global and historical perspective.

HY 213 United States History to 1877 (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = HIST 2113
United States History to 1877, HY 213 (HIST 2113), surveys the social, political and economic history of the U.S. beginning with the European background and concluding with the Civil War.

HY 223 United States History Since 1877 (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = HIST 2123
United States History Since 1877, HY 223 (HIST 2123), is a general survey of the history of the United States from the end of the Civil War to the present. Previous experience in the course U.S. History to 1877 would be helpful, but not required.

HUMANITIES

HUM 203 Leadership Development (3 hrs. lec., 3 credits)
Leadership skills are developed through study, observation and application. The course is rooted in self awareness and explores the concept of leadership in a variety of times, cultures, and contexts. A seminar environment promotes attainment of specific skills: visioning, decision-making, ethics, building trust, empowering others, servant leadership, change conflict resolution, and goal setting.

HUM 253 Humanities Study of Another Culture (3 hrs. lec., 3 credits)
This study entails a tour of foreign capitals and other major cultural centers with a specific emphasis on examining the art, music, and literature of the region. A combination of travel (at least one week) and a minimum of 35 contact hours of lecture are requisite to course completion.

MAINTENANCE MECHANICS TECHNOLOGY

MMT 101 Forklift Certification (1 hr. lec., 15 hrs. lab, 1 credit)
This is a 1-hour credit course designed to prepare students for a certification in forklift driving. This OSHA compliant course can be offered for credit or non-credit and is an industry-based skill. Students will learn how to safely operate a forklift, how to perform daily maintenance and inspections of the forklift, recognize potential hazards involving forklift operation, and demonstrate how to handle heavy loads keeping the forklift stable.

MMT 113 Principles of Technology (3 hrs. lec., 3 credits)
Studies manufacturing processes and technological advancement which changes our careers. These changes affect our quality of life and standard of living. This course builds a firm foundation for understanding the impact of technology in the changing workplace, today's technology and tomorrow's technology. It is hoped that this material will stimulate continued exploration and discovery.

MMT 114 Basic Electricity/Electronics I (4 hrs. lec./lab, 4 credits)
An introductory study of AC and DC electrical/electronic fundamentals including construction, analysis, and diagnosis of DC circuits/ circuit faults using associated test equipment.

MMT 134 Basic Shop (4 hrs. lec./lab, 4 credits)
An introductory course for industrial and commercial trades, designed to develop skills in machinery and equipment installation; the recognition and proficient use of measuring devices; and hand and power tools utilized in areas such as sheet metal, plumbing, machine shop, and air conditioning.

MMT 144 Industrial Mechanics (4 hrs. lec./lab, 4 credits)
A comprehensive study of the principles and applications of v-belts, flat belts, gears, chains, sprockets, and pulleys.

MMT 154 Programmable Controls (4 hrs. lec./lab, 4 credits)
This course provides students with the fastest and most effective procedures for isolating and correcting problems with SLC-500 systems. In addition, students will learn how to perform editing, saving, and resorting memory.

MMT 214 Machine Shop Technology I (4 hrs. lec./lab, 4 credits)
An introductory study of operational principles, nomenclature, parts, maintenance, and development of skills in lathe and milling machine operations.

MMT 224 Machine Shop Technology II (4 hrs. lec./lab, 4 credits)
Prerequisite: MMT 214. A continuation of MMT 214 with emphasis on repair of equipment using machine shop tools.

MMTO 104 Fundamentals of Mechanics (4 hrs. lec./lab, 4 credits)
A course designed to introduce a student to the fundamentals of mechanics through planned shop experiences.

MMTO 114 Basic Shop (4 hrs. lec./lab, 4 credits)
A fundamental course in manipulative skills including tool sharpening, painting, cold metal, piping, and basic component repair.

MATHEMATICS

MS 000 Math Lab (1 hr. lab)
This lab will provide supplemental academic support to students enrolled in Pre-Algebra (MS 1013), Elementary Algebra (MS 1023), or Intermediate Algebra (MS 1123).

MS 1002 Elementary Algebra Lab (2 hr. lab, 2 credits)
This lab will be required in lieu of Pre-Algebra. Students testing into what was Pre-Algebra will not be remediated in this lab that accompanies Elementary Algebra.

MS 1011C Elementary/Pre-Algebra Co-Req Lab (1 hr. lab, 1 credit)
Pre-Algebra component of MS 1023C, Elementary Algebra with Pre-Algebra corequisite. Topics covered will be whole numbers, integers, fractions, decimal numbers, square roots, and geometry. One hour lab/drill each week. Students must be concurrently enrolled in MS 1023C.

MS 1023 Elementary Algebra (3 hrs. lec., 3 credits)
Corequisite: MS 1002 for students with an ACT of 14 or below or a 227 on the ACCUPLACER. This course provides an alternative to Basic Math. Topics include exponents, polynomials, factoring, linear equations, quadratic equations, graphs and functions.

MS 1121 College Algebra Support Lab (1 hr. lab, 1 credit)
This lab will be required in lieu of Intermediate Algebra. Students testing into what was Intermediate Algebra will now be remediated in this lab that accompanies their College Algebra course.

MS 123 College Algebra (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = MATH 1103
Prerequisite: Completion of MS 1023 with a grade of "C" or higher, ACT Math score of 19 or above, or ACCUPLACER Next Generation QAS score of 249 or higher. Students with a 17-18 on the NG ACCUPLACER QAS may enroll as long as they enroll in the corequisite MS 1121 lab. This is a modern college algebra course based upon a function approach with emphasis on the following: Critical thinking, Mathematical modeling, and appropriate use of technology. Topics covered include: polynomial, rational, absolute value, exponential, and radical functions; graphing of polynomial, rational, exponential and logarithmic equations; graphing and solution of inequalities; solution of systems of equations using a variety of methods including determinants and matrices; other topics include progression, binomial theorem, partial fractions and set theory.

MS 133 Trigonometry (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = MATH 1203
Prerequisite: Two years of high school algebra, and either a 19 on the Enhanced ACT Match, 460 or above on the Recentered SAT qualitative assessment, 66 or above on the ACCUPLACER Next Generation Algebra Test, a "C" or better in College Algebra, MS 123, or a faculty recommendation. Trigonometry, MS 133 (MATH 1203), studies the relationships that exist between the sides and angles of all triangles. It includes the study of trigonometric functions, identities, equations and applications. It is highly recommended that the student should have completed Intermediate Algebra, or the equivalent, with a "C" or better.

MS 135 Pre-Calculus (5 hrs. lec., 5 credits)
ACTS Equivalent Course Number = MATH 1305
Prerequisite: MS 123 (MATH 1103). Pre-Calculus, MS 135 (MATH 1305), prepares the student for Calculus. It is an integrated, unified course in algebra and trigonometry. Topics include functions (polynomial, rational, exponential and logarithmic) and their graphs, trigonometry (functions, identities, graphs, equations and applications) equations and inequalities, systems of equations, matrices, advanced methods in problem solving and graphical analysis. Students can receive credits in degree programs for either college algebra and trigonometry or pre-calculus, not both. A graphing calculator is required for this course.

MS 143 Technical Mathematics (3 hrs. lec., 3 credits)
Prerequisite: Completion of MS 1023 with a grade of "C" or higher or ACCUPLACER Next Generation QAS score of 237 or above. This mathematics course is designed to provide mathematical tools needed by students enrolled in selected technical and occupational (AAS) Programs. The course incorporates mathematics that help students analyze, set up and solve problems in their various majors. Emphasis is placed upon the practical aspects of mathematics. It includes selected topics on the operation of Real Numbers; conversion of fractions, decimals and percents; ratios and proportion, percent and applications; measurement - which includes conversion between English and the Metric system; essentials of algebra, consumer/financial mathematics; statistics, graphs, and probability; topics in geometry.

MS 163 Finite Mathematics (3 hrs. lec., 3 credits)
Prerequisite: MS 123 (MATH 1103). Finite Mathematics provides an understanding between mathematics and the application of mathematics to real world problems. Topics to be covered include a review of algebra concepts, matrices, linear programming and the Simplex method, sets and counting, probability, and statistics.

MS 183 College Mathematics (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = MATH 1003
Prerequisite: ACT Math score of 19 or above or ACCUPLACER Next Generation QAS score of 249 or above. This is a college level mathematics course designed for students in non-STEM majors. The course incorporates mathematics that helps students analyze, set up and solve problems in their various majors. Topics include a review of ratios and proportions, percents and metric conversion; Inductive and deductive reasoning; financial mathematics; topics in algebra such as solving linear and quadratic equations, solving inequalities, solving applied ratio, proportion and variation problems, graphing and analyzing graphs; topics in geometry; regression analysis and statistics.

MS 193 Quantitative Reasoning (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = MATH 1113
Prerequisite: ACT Math score of 19 or above, or ACCUPLACER Next Generation Elementary Algebra score of 78 or higher. Students with a score of 17-18 or above on the ACT, 237-248 on the NG ACCUPLACER, must enroll in MS 193 with a corequisite MS 1191 lab. This is a comprehensive mathematics course designed for general education core and for degrees not requiring College Algebra. A strong emphasis will be placed on critical thinking, mathematical modeling, and technology. The majority of the course includes topics from general concepts of functions. Projects, group work, reading, and writing.

MS 213 Applied Mathematics for Students of Science (3 hrs. lec., 3 credits)
Prerequisite: Intermediate Algebra or a score on the ACT/ASSET test sufficient for placement into College Algebra or into a math course as sophisticated as College Algebra. A course designed to provide the mathematical skills needed for students of the physical, biological and health sciences. Topics covered include scientific notation, logarithms, electronic calculator, significant figures, statistics, graphing and functional relationships.

MS 215 Calculus I (5 hrs. lec., 5 credits)
ACTS Equivalent Course Number = MATH 2405
Prerequisites: MS 123 (MATH 1103) and MS 133 (MATH 1203). MS 133 (MATH 1203) may be taken concurrently with departmental approval. Calculus I, MS 215 (MATH 2405), is the first course in Calculus and includes topics of functions (including exponential, trigonometric, and logarithmic), limits, continuity, differentiation, antiderivatives, inverse functions, and introduction to integration. It is strongly recommended that the student should have completed College Algebra (MS 123 (MATH 1103)) and Trigonometry (MS 133 (MATH 1203)), or the equivalent, with a "C" or better.

MS 223 Survey of Calculus (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = MATH 2203
Prerequisite: MS 123 (MATH 1103). Survey of Calculus, MS 223 (MATH 2203), is designed for business, social sciences, life sciences and other related majors. The course includes topics in limits, differentiation, application of derivatives, exponential and logarithmic functions, integration and its application, techniques of Integration, and an introduction to functions of several variables. The emphasis will be on helping students understand how calculus relates to the real world.

MS 225 Calculus II (5 hrs. lec., 5 credits)
ACTS Equivalent Course Number = MATH 2505
Prerequisite: MS 215 (MATH 2405). Calculus II, MS 225 (MATH 2505) is a continuation of MS 215 (MATH 2405) which includes the following topics: integration by parts, sequences and series, parametric equations, polar coordinates, conic sections and vectors and curves in the planes. It is strongly recommended that the student should have completed Calculus I (MS 215 (MATH 2405)) and Trigonometry (MS 133 (MATH 1203)), or the equivalent, with a "C" or better.

MS 233 Calculus III (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = MATH 2603
Prerequisite: MS 225 (MATH 2505). MS 233 (MATH 2603), Calculus III, is the study of multi-dimensional calculus, including: multiple integration, partial differentiations, vector functions, and other topics. It is strongly recommended that the student should have completed Calculus II (MS 225 (MATH 2505)) with a "C" or better.

MS 253 Math Statistics (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = MATH 2103
Prerequisite: MS 123 (MATH 1103). Math Statistics, MS 253 (MATH 2103), is an algebra based course that covers descriptive and inferential statistical techniques and methods in life, physical, and social science. Topics include qualitative data analysis, frequency distributions, numerical methods, data dispersions, variance analysis, estimation theory, sampling distributions, discrete and continuous probability distributions, hypothesis testing, and confidence interval estimation.

MS 2213 Mathematical Structures I (3 hrs. lec., 3 credits)
Prerequisite: MS 123 (MATH 1103). This course is designed for students majoring in elementary education. The course covers sets and logic, systems of numeration, number systems and operations, and elementary number theory.

MS 2223 Mathematical Structures II (3 hrs. lec., 3 credits)
Prerequisite: MS 123 (MATH 1103). This course covers topics in geometry and measurement, statistics and probability and is designed for students majoring in elementary education.

MEDICAL LABORATORY TECHNOLOGY

MLS 114 Medical Lab Science Fundamentals (3 hrs. lec., 3 hrs. lab per week, 4 credits)
Corequisites: CY 104 (CHEM 1214), MS 123 (MATH 1103), BY 103 and EH 113 (ENGL 1013). Clinical lab policies, use of general lab equipment, medical terminology, asepsis, and laboratory mathematics. Basic introduction to urinalysis, hematology, coagulation, serology, blood bank, bacteriology, parasitology and clinical chemistry. Supervised practice in lab is designed to develop basic skills and technical abilities necessary in future MLS courses.

MLS 125 Hematology (3 hrs. lec., 6 hrs. lab per week, 5 credits)
Prerequisite: MLS 114, BY 103, CY 104 (CHEM 1214), MS 123 (MATH 1103), EH 113 (ENGL 1013). Corequisites: MLS 135, BY 154 (BIOL 2404), EH 123 (ENG 1023). Theory to include principles, testing, and pathological states in hematology and coagulation. Supervised practice in student lab designed to develop skills and technical abilities in hematology and coagulation.

MLS 135 Immunology & Immunohematology (3 hrs. lec., 6 hrs. lab per week, 5 credits)
Prerequisites: MLS 114, CY 104 (CHEM 1214), MS 123 (MATH 1103), BY 103, EH 113 (ENGL 1013) . Corequisites: MLS 125, BY 154 (BIOL 2402), EH 123 (ENGL 1023). Theory of the immune process, antigen-antibody reactions and their application to diagnostic procedures. Blood banking theory to include ABO & RH systems, crossmatching, antibody detection and identification, processing of blood donors. Supervised practice in student lab designed to develop skills and technical abilities.

MLS 203 Phlebotomy (3 hrs. lec., 3 credits)
Prerequisites: CY 104 (CHEM 1214), BY 154 (BIOL 2404), MS 123 (MATH 1103), BY 103, EH 113 (ENGL 1013), EH 123 (ENGL 1023), MLS 114, MLS 125, MLS 135. An approved Social Science PSY 213 (PSYC 1103), SY 213 (SOCI 1013), HY 163/HY 173 (HIST 1113/1123), ES 213 (ECON 2103), ES 223 (ECON 2203), PLS 213 (PLSC 2003). Corequisites: MLS 205, MLS 211, MLS 215, CT 113 (CPSI 1003). Principles and techniques of specimen collection particularly blood collection by venipuncture and microsampling.

MLS 205 Clinical Chemistry (3 hrs. lec., 6 hrs. lab per week, 5 credits)
Prerequisites: CY 104 (CHEM 1214), BY 154 (BIOL 2404), MS 123 (MATH 1103), BY 103, EH 113 (ENGL 1013), EH 123 (ENGL 1023), MLS 114, MLS 125, MLS 135. An approved Social Science PSY 213 (PSYC 1103), SY 213 (SOCI 1013), HY 163/HY 173 (HIST 1113/1123), ES 213 (ECON 2103), ES 223 (ECON 2203), PLS 213 (PLSC 2003). Corequisites: MLS 203, MLS 211, MLS 215, CT 113 (CPSI 1003). Theory and application to include principles, testing, and pathological status in the area of clinical chemistry.

MLS 211 Instrumentation, Urinalysis, and Body Fluids (1 hrs. lec., 1 credits)
Prerequisites: CY 104 (CHEM 1214), BY 154 (BIOL 2404), MS 123 (MATH 1103), BY 103, EH 113 (ENGL 1013), EH 123 (ENGL 1023), MLS 114, MLS 125, MLS 135. An approved Social Science PSY 213 (PSYC 1103), SY 213 (SOCI 1013), HY 163/HY 173 (HIST 1113/1123), ES 213 (ECON 2103), ES 223 (ECON 2203), PLS 213 (PLSC 2003). Corequisites: MLS 203, MLS 205, MLS 215, CT 113 (CPSI 1003). A basic study of urine laboratory instrumentation, urinalysis, and body fluids.

MLS 213 Selected Topics (3 hrs. lec., 3 credits)
Prerequisites: CY 104 (CHEM 1214), BY 154 (BIOL 2404), MS 123 (MATH 1103), BY 103, EH 113 (ENGL 1013), EH 123 (ENGL 1023), MLS 114, MLS 125, MLS 135, MLS 203, MLS 205, MLS 211, MLS 215. An approved Social Science PSY 213 (PSYC 1103), SY 213 (SOCI 1013), HY 163/HY 173 (HIST 1113/1123), ES 213 (ECON 2103), ES 223 (ECON 2203), PLS 213 (PLSC 2003), CT 113 (CPSI 1003) Corequisites: MLS 223, MLS 243, MLS 263, MLS 283. Case studies with the evaluation of laboratory data, patient's history and physical findings. Resume preparation. Board of Certification study strategies including online examination simulation.

MLS 215 Pathogenic Microbiology (3 hrs. lec., 6 hrs. lab per week, 5 credits)
Prerequisites: CY 104 (CHEM 1214), BY 154 (BIOL 2404), MS 123 (MATH 1103), BY 103, EH 113 (ENGL 1013), EH 123 (ENGL 1023), MLS 114, MLS 125, MLS 135. An approved Social Science PSY 213 (PSYC 1103), SY 213 (SOCI 1013), HY 163/HY 173 (HIST 1113/1123), ES 213 (ECON 2103), ES 223 (ECON 2203), PLS 213 (PLSC 2003). Corequisites: MLS 203, MLS 205, MLS 211, CT 113 (CPSI 1003). Specimen source, morphology, cultural characteristics and secondary identification to include bio-chemical and serological identification of bacteria. Specimen source and morphological identification of parasites. Supervised practice in student lab designed to develop skills and technical abilities in bacteriology and parasitology.

MLS 223 Clinical Experience I (36 hrs. lab per week for 4 weeks, 3 credits)
Prerequisites: CY 104 (CHEM 1214), BY 154 (BIOL 2404), MS 123 (MATH 1103), BY 103, EH 113 (ENGL 1013), EH 123 (ENGL 1023), MLS 114, MLS 125, MLS 135, MLS 203, MLS 205, MLS 211, MLS 215, An approved Social Science PSY 213 (PSYC 1103), SY 213 (SOCI 1013), HY 163/HY 173 (HIST 1113/1123), ES 213 (ECON 2103), ES 223 (ECON 2203), PLS 213 (PLSC 2003), CT 113 (CPSI 1003). Corequisites: MLS 213, MLS 243, MLS 263, MLS 283. A minimum of "C" in all preclinical courses. Informal didactic review and supervised experience in clinical laboratory designed to develop additional skills and technical abilities in hematology and coagulation.

MLS 243 Clinical Experience II (36 hrs. lab per week for 4 weeks, 3 credits)
Prerequisites: CY 104 (CHEM 1214), BY 154 (BIOL 2404), MS 123 (MATH 1103), BY 103, EH 113 (ENGL 1013), EH 123 (ENGL 1023), MLS 114, MLS 125, MLS 135, MLS 203, MLS 205, MLS 211, MLS 215. An approved Social Science PSY 213 (PSYC 1103), SY 213, (SOCI 1013), HY 163/HY 173 (HIST 1113/1123), ES 213 (ECON 2103), ES 223 (ECON 2203), PLS 213 (PLSC 2003), CT 113 (CPSI 1003) Corequisites: MLS 213, MLS 223, MLS 263, MLS 283. A minimum of "C" in all preclinical courses. Informal didactic review and supervised experience in clinical laboratory designed to develop additional skills and technical abilities in chemistry and urinalysis.

MLS 263 Clinical Experience III (36 hrs. lab per week for 4 weeks, 3 credits)
Prerequisites: CY 104 (CHEM 1214), BY 154 (BIOL 2404), MS 123 (MATH 1103), BY 103, EH 113 (ENGL 1013), EH 123 (ENGL 1023), MLS 114, MLS 125, MLS 135, MLS 203, MLS 205, MLS 211, MLS 215. An approved Social Science PSY 213 (PSYC 1103), SY 213 (SOCI 1013), HY 163/HY 173 (HIST 1113/1123), ES 213 (ECON 2103), ES 223 (ECON 2203), PLS 213 (PLSC 2003), CT 113 (CPSI 1003). Corequisites: MLS 213, MLS 223, MLS 243, MLS 283. A minimum of "C" in all preclinical courses. Informal didactic review and supervised experience in clinical laboratory designed to develop additional skills and technical abilities in blood banking and serology.

MLS 283 Clinical Experience IV (36 hrs. lab per week for 4 weeks, 3 credits)
Prerequisites: CY 104 (CHEM 1214), BY 154 (BIOL 2404), MS 123 (MATH 1103), BY 103, EH 113 (ENGL 1013), EH 123 (ENGL 1023), MLS 114, MLS 125, MLS 135, MLS 203, MLS 205, MLS 211, MLS 215. An approved Social Science PSY 213 (PSYC 1103), SY 213 (SOCI 1013), HY 163/HY 173 (HIST 1113/1123), ES 213 (ECON 2103), ES 223 (ECON 2203), PLS 213 (PLSC 2003), CT 113 (CPSI 1003). Corequisites: MLS 213, MLS 223, MLS 243, MLS 263. A minimum of "C" in all preclinical courses. Informal didactic review and supervised experience in clinical laboratory designed to develop additional skills and technical abilities in microbiology.

MEDICAL PROFESSIONS EDUCATION

MPE 113 Introduction to Medical Professions (3 hrs. lec., 3 credits)
Experiences in the Introduction to Medical Professions course are designed to provide students with basic information and skills needed for a career in the health care field. In this comprehensive semester course, emphasis is given to the development of competencies related to Career and Technical Education Student Organizations (CTSOs), medical history and events, health care systems, health care careers, qualities of a successful health care worker, medical ethics and legal responsibilities, and nutrition and health.

MPE 123 Introduction to Medical Procedures (3 hrs. lec., 3 credits)
This course allows students to develop specific skills needed in the health professions. Emphasis is given to the development of competencies related to the following areas: safety, infection control, vital signs, CPR and first aid, medical math, abbreviations, and charting.

MPE 133 Medical Apprenticeship I (135 lab hrs., 3 credits)
Designed by school faculty and industry representatives to provide classroom and laboratory experiences that prepare students for entry level employment in their career of choice and for entry into post-secondary training. Specialization experiences provided will meet guidelines for a Tech Prep/Apprenticeship program. The laboratory portion may be provided through cooperative/work-based learning, mentoring, apprenticeship, on-the-job-training, clinical experience and/or pre-employment training.

MPE 143 Medical Apprenticeship II (135 lab hrs., 3 credits)
This course is a continuation of MPE 133 and designed by school faculty and industry representatives to provide classroom and laboratory experiences that prepare students for entry level employment in their career of choice and for entry into post-secondary training. Specialization experiences provided will meet guidelines for a Tech Prep/Apprenticeship program. The laboratory portion may be provided through cooperative/work-based learning, mentoring, apprenticeship, on-the-job-training, clinical experience and/or pre-employment training.

MUSIC

MSC 223 Music Appreciation (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = MUSC 1003
This is a music survey course. Basic concepts of music will be taught giving the student a knowledge and a love of music from the Baroque Period to the present. Students will study the elements and forms of selected musical works, composers, genres and periods. In addition, students will be introduced to a variety of musical instruments.

NETWORKING TECHNOLOGY

NT 1101 A+ Certification Prep (1 hr. lec., 1 credit)
This course prepares students to take the A+ Industry Certification exam. Curriculum will cover hands-on simulations using a virtualization software, study videos with instructional demonstrations, and online practice exams.

NT 1201 Network+ Certification Prep (1 hr. lec., 1 credit)
This course prepares students to take the Network+ Industry Certification exam. Curriculum will cover hands-on simulations using a virtualization software, study videos with instructional demonstrations, and online practice exams.

NT 1301 Security+ Certification Prep (1 hr. lec., 1 credit)
This course prepares students to take the Security+ Industry Certification exam. Curriculum will cover hands-on simulations using a virtualization software, study videos with instructional demonstrations, and online practice exams.

NT 123 MS Networking Essentials (3 hrs. lec., 3 credits)
Prerequisite: CT 113 (CPSI 1003). This course will provide students with concepts related to supporting computer networks. Topics will include network security, TCP/IP protocols, routing and switching concepts, the OSI model and basic techniques related to physical cable installation.

NT 133 Help Desk Support (3 hrs. lec., 3 credits)
Prerequisite: CT 113 (CPSI 1003). This course is designed to provide the student with theory and procedures for supporting and troubleshooting the Microsoft Windows Operating System, Internet Explorer, Microsoft Office and e-mail for the end user. Customer service and professionalism will also be emphasized.

NT 143 Linux Operating Systems (3 hrs. lec./lab, 3 credits)
Prerequisite: CT 113 (CPSI 1003). The focus of this course is to provide students with introductory and advanced coverage of Linux System Administration.

NT 163 Introduction to Cloud Computing (3 hrs. lec., 3 credits)
Prerequisite: CT 173. This course introduces essential characteristics of a cloud environment, various cloud services and deployment models, the role of virtualization in cloud computing, and major cloud providers. Students will explore some of the challenges of cloud deployment, with emphasis in the area of security. Students will gain knowledge in the technologies and processes required to build traditional, virtualized, and cloud data center environments, including computation, storage, networking, desktop and application virtualization, business continuity, security, and management. The course will also cover the concepts and objectives of the CompTia Cloud+ certification exam.

NT 173 Introduction to Virtualization (3 hrs. lec., 3 credits)
Prerequisite: NT 163. This course is designed to teach students advanced topics in virtualization and how it relates to networks, storage, servers, data, desktops, and applications. Students will learn to create and configure virtual machines using VMware, vSphere, and microsoft Hyper-V through virtual lab activities and simulations.

NT 193 Maintaining and Managing PC's (3 hrs. lec., 3 credits)
Prerequisite: CT 113 (CPSI 1003). This course is designed to prepare students in the area of computer support services. Lecture and hands-on training will include computer diagnostics and repair, windows operating system troubleshooting, printer and peripheral device diagnosis and repair, desktop security topics, virus recognition and removal concepts. Customer service and professionalism will also be emphasized.

NT 213 Information Security Essentials: Intro to Cyber Security (3 hrs. lec., 3 credits)
Prerequisite: NT 123. This course provides a fundamental foundation in the essential elements of cybersecurity. Topics will include understanding of cybersecurity measures (offense and defense), techniques for securing systems, legal and ethical issues, basic intrusion detection and recovery methods, and the role of cybersecurity professionals. This course is designed for business and non-business majors.

NT 253 Digital Image Production I (3 hrs. lec., 3 credits)
The course provides an introduction to the production and manipulation of digital images using industry recognized digital image recognition and enhancement software. The student will develop and apply computer image-editing skills through classroom and hands-on projects.

NT 273 Digital Image Production II (3 hrs. lec./lab, 3 credits)
Prerequisite: NT 253 or departmental approval. Recommended completion of PR 103 and enrollment in PR 113. Study of animation techniques: storyboarding, 3-D Modeling, image maps and textures, lighting and motion studies and rendering options.

NURSING (ADN)

NG 107 Concepts of Nursing Care for Patients with Chronic, Stable Conditions
(7 credit hrs.; 6 hrs. lec. per week, 3 hrs. clinical per week)
Prerequisite: Acceptance into the ADN Program, BY 154 (BIOL 2404), EH 113 (ENGL 1013), and MS 123 (MATH 1103)
Corequisites: BY 164 (BIOL 2414) and PSY 213 (PSYC 1103)
This course provides for the acquisition and application of fundamental concepts of nursing, including communication, collaboration, caring, and clinical judgment necessary for safe, quality, evidence-based, patient-centered nursing care to diverse adult and older adult patients experiencing chronic, stable conditions requiring physical and psychological nursing care. Emphasis is placed on microbial safety, quality improvement, professional standards, principles of management, and legal and ethical responsibilities of the nurse when caring for patients with chronic, stable conditions. Application of knowledge and skills occurs in the nursing skills laboratory and a variety of clinical settings.

NG 123 Normal Nutrition (3 hrs. lec., 3 credits)
This course is an introduction to the basic science of nutrition and deals with normal nutrition in the healthy individual. Lifestyles, goals, culture, growth and development, and the meaning of food and eating are explored.

NG 133 Dosage Calculation for Nurses (3 hrs. lec., 3 credits)
Prerequisite: Acceptance into the ADN program.
Corequisites: NG 107
This non-required course focuses on enhancing speed and accuracy of math skills needed for drug dosage calculation. It is specifically designed to prepare the student to pass a Drug Dosage Calculation Exam, which is a requirement of each nursing course.

NG 209 Concepts of Nursing Care for Patients with Acute, Stable Conditions
(9 credit hrs.; 6 hrs. lec. per week, 9 hrs. clinical per week)
Prerequisites: BY 154 (BIOL 2404), BY 164 (BIOL 2414), EH 113 (ENGL 1013), MS 123 (MATH 1103), NG 107, and PSY 213 (PSYC 1103)
Corequisite: EH 123 (ENGL 1023)
This course provides for the acquisition and application of concepts of nursing, including communication, collaboration, caring, and clinical judgment necessary to provide and delegate safe, quality, evidence-based, patient-centered nursing care to diverse patients across the lifespan experiencing acute, stable mental health, medical, surgical, pediatric, and maternal conditions requiring physical and psychological nursing care. Emphasis is placed on quality improvement, professional standards, and legal and ethical responsibilities of the nurse when caring for patients with acute, stable conditions. Application of knowledge and skills occurs in the nursing skills laboratory and a variety of clinical settings.

NG 223 Pharmacology for Nurses (3 hrs. lec., 3 credits)
This course introduces the safe and therapeutic use of drugs in the care of patients. Current pharmacologic concepts and principles, as well as descriptions of pharmacokinetic characteristics of the prototype drugs have been incorporated.

NG 312 Concepts of Nursing Care for Patients with Chronic and Acute, Unstable Conditions
(12 credit hrs.; 7 hrs. lec. per week, 15 hrs. clinical per week)
Prerequisites: BY 154 (BIOL 2404), BY 164 (BIOL 2414), EH 113 (ENGL 1013), EH 123 (ENGL 1023), MS 123 (MATH 1103), NG 107, NG 209, and PSY 213 (PSYC 1103)
Corequisite: 3 credit hour computer course
This course provides for the acquisition and application of concepts of nursing, including communication, collaboration, caring, and clinical judgment necessary to provide, and delegate safe, quality, evidence-based, patient-centered nursing care to diverse patients across the lifespan experiencing chronic and acute, unstable mental health, medical, surgical, pediatric, and maternal-infant conditions requiring

nursing care. Emphasis is placed on quality improvement, professional standards, and legal and ethical responsibilities of the nurse when caring for patients with chronic and acute, unstable conditions. Application of knowledge and skills occurs in the nursing skills laboratory and a variety of clinical settings.

NG 401 NCLEX Prep (1 hr. lec.; 1 credit)
Prerequisite: BY 154 (BIOL 2404), BY 164 (BIOL 2414), MS 123 (MATH 1103), EH 113 (ENGL 1013), EH 123 (ENGL 1023), PSY 213 (PSYC 1103), an approved 3 credit hour computer course, NG 107, NG 209, NG 312
Corequisite: NG 412
This elective course is not required and is designed to foster success on the first licensure exam attempt on the NCLEX-RN exam. Students will gain in-depth knowledge of the testing process including test taking strategies and skills that involve the understanding of the strategy of test items.

NG 412 Concepts of Nursing Care for Patients with Complex Conditions
(12 credit hrs.; 7 hrs. lec. per week, 15 hrs. clinical per week)
Prerequisite: BY 154 (BIOL 2404), BY 164 (BIOL 2414), EH 113 (ENGL 1013), EH 123 (ENGL 1023), MS 123 (MATH 1103), NG 107, NG 209, NG 312, PSY 213 (PSYC 1103), and 3 credit hour computer course
This course provides for the acquisition and application of concepts of nursing, including communication, collaboration, caring, and clinical judgment necessary to manage safe, quality, evidence-based, patient-centered nursing care to diverse patients across the lifespan experiencing complex medical, surgical, pediatric, and maternal-infant conditions requiring nursing care. Emphasis is placed on quality improvement, professional standards, and legal and ethical responsibilities of the nurse when caring for patients with complex conditions. Application of knowledge and skills occurs in the nursing skills laboratory and a variety of clinical settings.

NG 1011 Special Topics in Nursing I, (1 hr. lec., 1 credit)
This course will increase the student's knowledge and understanding of a topic in nursing related to the care of patients with chronic, stable conditions. Students will fulfil an individualized plan of study by independently watching films, conducting web-based research, and/or reading and summarizing journal articles. Enrollment in this course is limited to students currently enrolled in NG 107.

NG 1021 Special Topics in Nursing II, (1 hr. lec., 1 credit)
This course will increase the student's knowledge and understanding of a topic in nursing related to the care of patients with acute, stable conditions. Students will fulfil an individualized plan of study by independently watching films, conducting web-based research, and/or reading and summarizing journal articles. Enrollment in this course is limited to students currently enrolled in NG 209.

NG 2031 Special Topics in Nursing III, (1 hr. lec., 1 credit)
This course will increase the student's knowledge and understanding of a topic in nursing related to the care of patients with chronic and acute, unstable conditions. Students will fulfil an individualized plan of study by independently watching films, conducting web-based research, and/or reading and summarizing journal articles. Enrollment in this course is limited to students currently enrolled in NG 312.

NG 2041 Special Topics in Nursing IV, (1 hr. lec., 1 credit)
This course will increase the student's knowledge and understanding of a topic in nursing related to the care of patients with complex conditions. Students will fulfil an individualized plan of study by independently watching films, conducting web-based research, and/or reading and summarizing journal articles. Enrollment in this course is limited to students currently enrolled in NG 412.

NURSING (PN)

PNP 103 Human Structure and Function (3 credit hrs., 48 hrs. lec.)
Prerequisites: EH 113 (ENGL 1013), MS 143, or MS 1123 or higher
This course includes the study of the basic structure and function of the human body as well as the relationship of all body systems as an important component of health and illness. Cellular structure and physiology, homeostatic mechanisms, as well as basic principles of microbiology are discussed.

PNP 109 Concepts of Practical Nursing in the Care of Patients with Chronic, Stable Conditions (9 credits, 7 lec. hrs./wk, 6 clinical hrs./wk)
Prerequisites: EH 113 (ENGL 1013), MS 143, or MS 1123 or higher
This course focuses on foundational concepts and basic nursing skills necessary for safe, patient-centered nursing care to patients with chronic, stable conditions while integrating management, ethical, and legal responsibilites of the Practical Nurse. This course focuses on the geriatric patient and patients with mental health issues. This course introduces the concept of clinical judgment applied to nursing practice, the nursing process, cultural diversity, and communication used when interacting with patients and members of the interprofessional team. Other program concepts such as evidence-based care, teamwork/collaboration, quality improvement, management, and information technology are also introduced. Application of knowledge and skills occurs in the nursing skills laboratory and in a variety of clinical settings while providing restoration, promotion and maintenance of physical and mental health and prevention of illness.

PNP 112 Concepts of Practical Nursing in the Care of Patients with Acute, Stable Conditions (12 credits, 8 lec. hrs./wk, 12 clinical hrs./wk)
Prerequisites: EH 113 (ENGL 1013), MS 143, or MS 1123 or higher, PNP 103, and PNP 109
This course builds on previously learned concepts and nursing skills, and provides for the acquisition and application of nursing theory when providing safe, patient-centered nursing care to diverse patients experiencing various acute, stable conditions. The course integrates management, ethical, and legal responsibilities of the Practical Nurse. The course focuses on adults and children with medical-surgical conditions, as well as the childbearing family. This course builds on the concepts of clinical judgment, communication, and interprofessional collaboration and teamwork. Other program concepts such as evidence-based care and information technology are also addressed while providing restoration, promotion, and maintenance of physical and mental health and prevention of illness. Application of knowledge and skills occurs in the nursing skills laboratory and in a variety of clinical settings.

PNP 212 Concepts of Practical Nursing in the Care of Patients with Complex Conditions (12 credits, 8 lec. hrs./week, 12 clinical hrs./week)
Prerequisites: EH 113 (ENGL 1013), MS 143, or MS 1123 or higher, PNP 103, PNP 109, and PNP 112
This course builds on nursing theory with a focus on adults with complex needs. The course presents content and clinical judgment used by the Practical Nurse when caring for and managing patients with complex medical-surgical healthcare needs to provide safe, patient-centered nursing care to diverse patients. The course integrates management, ethical, and legal responsibilities of the Practical Nurse and builds on the nursing process, cultural diversity, and communication when interacting with patients and members of the interprofessional team. Other program concepts such as evidence-based care, teamwork/collaboration, and information technology are also applied to this patient population while providing restoration, promotion, and maintenance of physical and mental health and prevention of illness. Application of knowledge and skills occurs in the nursing skills laboratory and in a variety of clinical settings.

NURSING ASSISTANT

NA 103 Nursing Assistant Clinical (135 hrs. lab, 3 credits) (This exceeds Office of LTC requirements)
Corequisite: NA 107
This course provides students with an opportunity to engage in clinical learning experiences. Emphasis is placed on clinical competence of basic nursing assistant skills including communication, infection control, safety and emergency procedures, resident rights, feeding techniques, elimination procedures, skin care, transferring, positioning, and turning techniques, dressing, and range of motion exercises.

NA 107 Nursing Assistant Theory (105 hrs. lec., 7 credits) (This exceeds Office of LTC requirements)
Corequisite: NA 103
This course provides training in basic nursing assistant procedures including infection prevention and control, resident rights, transferring and positioning techniques, as well as activities of daily living. This course is based on the Arkansas Long-Term Care Facility Nursing Assistant Training curriculum and has been approved by the Arkansas Office of Long-Term Care. Graduates of this course are prepared to write the state of Arkansas Competency Examination for Nursing Assistants.

MEDICAL OFFICE TECHNOLOGY

OT 113 Medical Terminology I (3 hrs. lec., 3 credits)
The student will study and demonstrate the use of medical word stems, suffixes, and prefixes as related to the body systems and associated diseases. Proficiency in the pronunciation, spelling, and definitions of medical terms, the use of the medical dictionary and related reference materials will be emphasized.

OT 123 Medical Terminology II (3 hrs. lec., 3 credits)
Prerequisite: OT 113. This course is a continuation of OT 113.

OT 133 Keyboarding/Document Processing (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = BUSI 1103
Prerequisite: OT 1033 or departmental approval. Emphasis will be placed on speedbuilding, along with practice on the numeric keypad. This course will also include an introduction to formatting letters, reports, and tables using Microsoft Word.

OT 153 Introduction to Medical Coding (3 hrs. lec., 3 credits)
Prerequisite: OT 113, BY 103 or departmental approval. This course is designed to give students a basic introduction to coding in medical offices. Fall semester.

OT 203 Electronic Health Records (3 hrs. lec., 3 credits)
Prerequisite: OT 113, CT 113 (CPSI 1003) or departmental approval. This course is designed to familiarize students with the capabilities of an Electronic Health Records program. Students will use a computer program to maintain patient files, schedule appointments, store treatment information, enter diagnosis with procedures to locate medical codes for billing, and submit claims to an insurance company.

OT 263 Intermediate Medical Coding (3 hrs. lec., 3 credits)
Prerequisite: OT 153. This continuation course deals with Intermediate principles of coding using both ICD-10-CM AND CPT-4, focus is based on physicians office and outpatient settings. Experience with coding of medical records as well as use of an encoder and the administrative aspects of coding will be emphasized. Spring semester.

OT 292 Medical Coding Certification Prep (2 hrs. lec., 2 credits)
This class is designed to prepare students to take a national certification exam for Medical Coding.

OT 1033 Introduction to Keyboarding (3 hrs. lec., 3 credits)
Students will learn to operate the keyboard by touch, learn the proper use of the microcomputer, and begin development of speed, accuracy, and fluency in the keying of drills, exercises, and timings. **(CEP students may enroll).**

OT 1213 Medical Office Internship (9 hrs. lab, 3 credits)
Prerequisite: Departmental approval. The student will be placed in a medical facility during their last semester under the direction of an agency supervisor and qualified faculty member. The student will have one required job placement and attend seminar classes to integrate classroom work with the internship.

PHILOSOPHY

PHIL 153 Introduction to Philosophy (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = PHIL 1103
Introduction to Philosophy, PHIL 153 (PHIL 1103), serves as a general introduction to philosophy for majors and non-majors alike. It is a survey course of the major contributions to philosophical thought, primarily within the western tradition and examines human values, critical thinking and the nature of reality and knowledge.

PHIL 213 Ethics of Christianity (3 hrs. lec., 3 credits)
A course that studies the ethics of Christianity, including its system of human responsibility and patterns of conduct.

PHLEBOTOMY

PLB 114 Phlebotomy Procedures (6.4 lec. hrs. per week for 10 weeks, 4 credits)
Prerequisite: Acceptance to the program. Corequisites: PLB 124 & 134. Basic anatomy and physiology of body systems involved in phlebotomy sites; collection equipment and techniques involved in performance of venipuncture.

PLB 124 Special Techniques (6.4 lec. hrs. per week for 10 weeks, 4 credits)
Corequisites: PLB 114 & PLB 134. The health care setting, medical terminology, collection equipment and techniques involved in skin punctures, special collection procedures, quality control and assurance procedures, interpersonal skills and health care safety and liability requirements.

PLB 134 Phlebotomy Skills (32 hrs. lab per week for 6 weeks, 4 credits)
Corequisites: PLB 114 & PLB 124. Performing and managing specimen collections in the health care setting.

PHYSICAL EDUCATION

Only PEAC courses will meet the activity requirements for graduation or transfer in general education.

PEAC 101 Beginning Bowling (2 hrs., 1 credit)
Instruction and participation in bowling.

PEAC 121 Badminton/Pickleball (2 hrs., 1 credit)
Instruction and participation in badminton and pickleball.

PEAC 131 Physical Conditioning (2 hrs., 1 credit)
Basic conditioning including weight training, stretching, and aerobic workouts on the exercise equipment in the Fitness Center.

PEAC 141 Weight Training (3 hrs., 1 credit)
Instruction and participation in weight training.

PEAC 142 Fitness Concepts (3 hrs., 2 credits)
Provides knowledge and appreciation of the importance of lifelong fitness and well-being through physical activity. Course design includes classroom lectures, fitness evaluations, and participation in a lifelong physical activity.

PEAC 143 Concepts of Fitness & Wellness (3 hrs., 3 credits)
The purpose of this course is to acquaint the students with the concepts and values of physical fitness, proper nutrition, weight management, stress management and the risks attached to negative lifestyle behaviors. Students will learn to evaluate their fitness, nutrition, body fat, and stress levels, identify their goals, and write their own exercise prescriptions. Classes will be conducted in both the classroom and Fitness Center.

PEAC 151 Recreational Games (2 hrs., 1 credit)
Instruction and participation in a variety of recreational games.

PEAC 171 Aerobic Exercise (2 hrs., 1 credit)
Teaches low-impact routines for improved physical fitness.

PEAC 181 Beginning Golf (2 hrs., 1 credit)
Includes basic fundamentals, history, terminology and scoring of golf.

PEAC 191 Intro to Dance (2 hrs., 1 credit)
Practice in the basic movements of jazz, ballet and tap dance.

PEAC 211 Beginning Volleyball (2 hrs., 1 credit)
Instruction and participation in volleyball.

PEAC 221 Beginning Tennis (2 hrs., 1 credit)
Instruction and participation in tennis.

PEAC 231 Intermediate Tennis (2 hrs., 1 credit)
Prerequisite: PEAC 221 or instructor consent.
A continuation of the fundamentals of tennis with emphasis on the advanced skills, strategy, and knowledge of doubles play.

PEAC 241 Fitness Walking/Jogging (2 hrs., 1 credit)
Instruction and participation in vigorous walking/jogging for cardiovascular development and improvement.

PEAC 251 Beginning Basketball (2 hrs., 1 credit)
Instruction and participation in basketball.

PEAC 261 Advanced Aerobic Exercise (2 hrs., 1 credit)
Prerequisite: PEAC 171. Offers more vigorous routines for further toning and general fitness.

PEAC 271 Flag Football (2 hrs., 1 credit)
Instruction and participation in flag football.

PEAC 281 Intermediate Golf (2 hrs., 1 credit)
Prerequisite: PEAC 181 or consent. Advanced skill techniques and strategies of golf are developed.

PEAC 291 Martial Arts (2 hrs., 1 credit)
Basic skills and techniques of the martial arts.

PEAC 1121 Beginning Soccer (2 hrs., 1 credit)
Instruction and participation in soccer.

PEAC 1131 Intermediate Soccer (2 hrs., 1 credit)
Prerequisite: PEAC 1121 or instructor consent. Instruction and participation in advanced skills, techniques, and strategies of soccer.

PEAC 1141 Softball (2 hrs., 1 credit)
Instruction and participation in softball.

PEAC 1151 Yoga (2 hrs., 1 credit)
Yoga is a system of exercises for attaining bodily or mental control and well-being. Yoga is a combination of traditional Eastern yoga disciplines with new dynamic techniques. It is designed to make the participant feel longer and stronger, reduce pain and relieve stress. Using a combination of power Yoga and Pilates this class will strengthen, stretch and relax the participants body. Yoga begins with a progressive series of postures to warm the muscles and prepare the body for the strength and core conditioning exercises. The relaxation and meditation is the perfect ending. Each participant will need to bring his or her own mat and towel.

PEAC 2911 Martial Arts II (2 hrs., 1 credit)
Prerequisite: "C" grade or better in PEAC 291. This course will cover the requirements needed to gain ranks of blue through green belts in martial arts. It will also acquaint students with the advanced history, philosophy and terminology of martial arts through lecture and physical activities.

PE 102 Teaching Tennis (3 hrs., 2 credits)
This course emphasizes teaching methods and skill proficiency. This course is recommended for physical education majors.

PE 223 Health and Safety (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = HEAL 1003
Health and Safety, PE 223 (HEAL 1003), is a study of the principles and concepts of health and safety for optimal wellness, including both personal and community wellness. The course requires reading and studying the text. In addition, a lecture outline and other study aids are available on the Web for each chapter. Reading and written assignments will be given for chapters 3-16.

PE 233 Principles and Problems of Coaching (3 hrs. lec., 3 credits)
A study of the principles, problems, and other aspects of athletic programs that coaches face during their careers.

PE 243 First Aid (3 hrs. lec., 3 credits)
The training of individuals to render competent first aid in case of injury or illness until the services of medical personnel can be secured. Upon successful completion of this course, students receive certification cards from American Red Cross.

PHYSICS

*A laboratory fee of $10.00 will be assessed for all Physics courses. This fee does not cover damage or breakage of nonexpendable equipment.

PS 114 Physical Science (3 hrs. lec., 3 hrs. lab, 4 credits)
ACTS Equivalent Course Number = PHSC 1004
Prerequisite: MS 1023. Physical Science, PS 114 (PHSC 1004), is a general survey course of the physical sciences designed for general education. Course includes topics in physics and chemistry, and may also include other physical science topics. Lab required. **This is an algebra-based course and it is strongly recommended that the student should have completed Elementary Algebra with a "C" or better.**

PS 144 Introduction to Astronomy (3 hrs. lec., 3 hrs. lab, 4 credits)
ACTS Equivalent Course Number = PHSC 1204
Prerequisite: MS 1023. PS 144 (PHSC 1204) is a general one-semester survey of astronomy course. The course includes a basic study of the solar system, stars, galaxies, and the rest of the universe.

PS 215 General Physics I (4 hrs. lec., 3 hrs. lab, 5 credits)
ACTS Equivalent Course Number = PHYS 2014
Prerequisite: MS 123 (MATH 1103) and MS 133 (MATH 1203) or departmental approval. General Physics I, PS 215 (PHYS 2014), which is an Algebra and trigonometry-based physics course and is not recommended for physics and engineering majors. Topics include mechanics in one and two dimensions, fluids, thermodynamics, and mechanical waves and sound. Lab required. It is strongly recommended that the student should have completed College Algebra with a "C" or better.

PS 225 General Physics II (4 hrs. lec., 3 hrs. lab, 5 credits)
ACTS Equivalent Course Number = PHYS 2024
Prerequisite: PS 215 (PHYS 2014). General Physics II, PS 225 (PHYS 2024), is a trigonometry-based survey of the principles of classical electromagnetism and optics (topics covered include electricity, magnetism, light, and modern physics).

PS 235 Technical Physics I (4 hrs. lec., 3 hrs. lab, 5 credits)
ACTS Equivalent Course Number = PHYS 2034
Prerequisite: MS 215 (MATH 2405). Technical Physics I, PS 235 (PHYS 2034), is a calculus-based physics course designed for science and engineering majors. Topics include mechanics in one and two dimensions, fluids, and heat. Lab required. This is a calculus-based course and it is strongly recommended that the student should take Calculus I as a Corequisite or have completed Calculus I with a "C" or better.

PS 245 Technical Physics II (4 hrs. lec., 3 hrs. lab, 5 credits)
ACTS Equivalent Course Number = PHYS 2044
Prerequisite: PS 235 (PHYS 2034). Technical Physics II, PS 245 (PHYS 2044), is designed to provide a foundation in elementary classical electromagnetism for students of science and engineering. This is a calculus-based course and it is strongly recommended that the student should have completed both Calculus I and Calculus-Based Physics I with a "C" or better and should take Calculus II as a Corequisite.

PS 1131 Physical Science Lab (3 hrs. lab, 1 credit)
Prerequisite: PS 113. This is a one-credit hour laboratory course in physical science. Students take part in experiments and other activities which emphasize velocity and acceleration, forces, gravitation, thermodynamics; and electricity and magnetism. Most experiments involve the use of computer automated data collection and analysis. This course is offered only to students who have three credit hours of lecture in Physical Science, PS 113, or its equivalence.

POLITICAL SCIENCE

PLS 113 Introduction to Politics (3 hrs. lec., 3 credits)
PLS 113, Introduction to Politics is a survey of the discipline of political science designed to introduce students to important theories, concepts, and issues in the study of political behavior, phenomena, and processes. The course will cover the major subfields of political science: including political theory, research methods, American government, comparative politics, public administration, public policy and international relations.

PLS 213 American Federal Government (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = PLSC 2003
American Federal Government, PLS 213 (PLSC 2003), examines the Federal Government beginning with the Constitution, Congress, the Presidency and the Supreme Court. Students will be able to articulate definitions of important terms and be able to analyze important relationships between the electoral process, governmental institutions, and policy outcomes. The introduction to the principles, structure, processes and functions of the United States Federal Government and other related political activities.

PLS 223 State and Local Government (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = PLSC 2103
State and Local Government, PLS 223 (PLSC 2103), is designed to provide the student with basic knowledge of the workings of state and local governments and their relationship with the federal government. It focuses on organization, structure, function, and administration of state and local government. This course examines the relationships between the national government and state/local governments. It addresses issues of education, criminal justice, economic development and social services. It also examines the various roles of political leaders and interest groups at the state and local levels.

PLS 233 Introduction to Comparative Politics (3 hrs. lec., 3 credits)
PLS 233, Introduction to Comparative Politics is a study of the concepts and methods of comparative politics. Special emphasis is given to comparing the types and forms of political systems and the political processes they undergo.

PSYCHOLOGY

PSY 213 General Psychology (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = PSYC 1103
General Psychology, PSY 213 (PSYC 1103), provides an overview of the major topics of modern psychology. It introduces the fundamental concepts, principles, and theories that are utilized to provide a scientific analysis of human behavior and study of the adaptation of the individual to his physical and social environment.

PSY 223 Human Growth and Development (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = PSYC 2103
Prerequisite: PSY 213 (PSYC 1103) or consent of the instructor. Human Growth and Development, PSY 223 (PSYC 2103), provides an overview of the study of maturational and environmental factors in human growth and development. It examines the typical physical, cognitive, and social-emotional changes as they occur in each period of the lifespan: Prenatal, Infancy and Toddlerhood, Early Childhood, Middle Childhood, Adolescence, Early Adulthood, Late Adulthood. Students will study major developmental theories in terms of how they explain changes that occur over the lifespan.

PSY 243 Abnormal Psychology (3 hrs. lec., 3 credits)
Prerequisite: PSY 213 (PSYC 1103) or consent of the instructor. This course includes the study of the characteristics and treatment of abnormal behavior. Special emphasis is given to causes, symptoms, course and treatment of behavioral illnesses and diseases.

SOCIOLOGY

SY 213 Fundamental Sociology (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = SOCI 1013
Fundamental Sociology, SY 213 (SOCI 1013), is a disciplined and objective study of human social relationships and group interaction. The course includes the examination of the structures and processes of human interaction in an attempt to understand how humans actually behave and the consequences of this behavior.
SY 223 The Family (3 hrs. lec., 3 credits)
A study of the development of family, courtship, mate selection, and adjustment to problems in marriage. Emphasizes factors influencing the organization and disorganization of the family.

SPANISH

SH 111 Introduction to Spanish Conversation (1 hr. lec., 1 credit)
Introduction to Spanish Conversation is designed to develop oral language skills at the beginning level.

SH 113 Beginning Spanish (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = SPAN 1013
Beginning Spanish I, SH113, initiates the student to the development of basic skills and building vocabulary through daily speaking, writing and reading Spanish. Class-time is devoted to explanation, written and oral practice. Homework will focus on reading, writing, and pronunciation. Handouts, in-class discussions and projects will promote cultural awareness. Spanish I is a beginning course designed to help students develop a basic proficiency in the four skills of listening, speaking, reading, and writing. The instruction is communicatively oriented and emphasizes the everyday life and culture of Spanish-speaking people.

SH 123 Beginning Spanish II (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = SPAN 1023
Prerequisite: Completion of SH 113 (SPAN 1013) with a "C" or better or by consent of the instructor. Beginning Spanish II, SH 123 (SPAN 1023), continues the development of basic skills and building vocabulary through daily speaking, writing and reading Spanish. Class-time is devoted to explanation, written and oral practice. Homework will focus on reading, writing and pronunciation. Handouts, in-class discussions and projects will promote cultural awareness. SH123 is a continuation of SH113. It seeks to further develop a basic proficiency in the four skills of listening, speaking, reading, and writing. The instruction is communicatively oriented and emphasizes the everyday life and culture of Spanish speaking people. It is strongly recommended that the student should have completed SH 113 (SPAN 1013) with a "C" or better.

SH 213 Intermediate Spanish (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = SPAN 2013
Prerequisite: Completion of SH 113 (SPAN 1013) and SH 123 (SPAN 1023) with a "C" or better. Intermediate Spanish, SH 213 (SPAN 2013), continues developing a basic Spanish vocabulary and ability to communicate in the local Spanish-speaking community and in Spanish-speaking countries. Class time is devoted to explanation, written and oral practice. Homework will focus on reading, writing and pronunciation. Handouts, in-class discussions and projects will promote cultural awareness. SH 213 (SPAN 2013) is designed to help the student develop an intermediate-level proficiency in the four skills of listening, speaking, reading, and writing. The instruction is communicatively oriented and emphasizes the everyday life and culture of Spanish-speaking people. It is strongly recommended that the student should have completed SH 123 (SPAN 1023) with a "C" or better.

SH 223 Intermediate Spanish II (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = SPAN 2023
Prerequisite: Completion of SH 213 (SPAN 2013) with a "C" or better. Intermediate Spanish II, SH 223 (SPAN 2023), is designed to help students develop an intermediate-level proficiency in the four skills of listening, speaking, reading, and writing. The instruction is communicatively oriented and emphasizes the everyday life and culture of Spanish-speaking people. It is strongly recommended that the student should have completed SH 213 (SPAN 2013).

SPEECH

SP 123 Introduction to Theatre (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = DRAM 1003
Introduction to Theatre, SP 123 (DRAM 1003), is an introductory survey of theatre arts including history, dramatic works, stage techniques, theatre crafts, and production procedures, as it relates to the fine arts, society, and the individual.

SP 243 Fundamentals of Speech (3 hrs. lec., 3 credits)
ACTS Equivalent Course Number = SPCH 1003
Prerequisite: EH 113 (ENGL 1013). A fundamentals course dealing with human communications from daily experiences to public speaking situations. Some emphasis is placed on enunciation and articulation.

SP 253 Advanced Speech (3 hrs. lec., 3 credits)
Prerequisite: SP 243 (SPCH 1003). A continuation of the Fundamentals of Speech course including public speaking, oratory, radio/TV and special occasion speeches.

SP 263 Oral Interpretation (3 hrs. lec., 3 credits)
Basic principles of analysis and presentation of prose, poetry, and drama for oral communication. Development of voice and body as instruments of expression.

SP 273 Basic Acting Techniques (3 hrs. lec., 3 credits)
Prerequisite: Permission of Instructor. First essential of acting study: exploration of the actor. This course will include class exercises to develop relaxation, concentration, imagination and improvisational skills. This course will include Monologue study and audition techniques.

THEA 113 Technical Direction (3 credits)
The study of technical direction and production management, theatre terminology, scenic shop and stage organization, rigging safety, materials control and supply ordering.

THEA 123 Technical Direction (3 credits)
The study of budgeting, personnel, scheduling, engineering, theatre forms, production analysis, and logistic problems involved in technical direction.

WELDING

WG 115 Introduction to Welding (5 hrs. lec./lab, 5 credits)
This course is a foundation that covers the principles and procedures for various welding applications. Students will have hands-on experience using oxy-fuel cutting, plasma cutting, air carbon, arc cutting, exothermic cutting, and arc and oxyacetylene welding.

WG 125 Arc Welding (5 hrs. lec./lab, 5 credits)
Prerequisite: WG 115. This course is designed to teach Shielded Metal Arc Welding applications in welding mild, steel, flat and horizontal position.

WG 133 Welding Blueprint Reading (3 hrs. lec., 3 credits)
This course is designed to acquaint welding students with the fundamentals of reading welding blueprints and interpreting welding symbols according to the American Welding Society Standards inspections.

WG 135 Arc Welding II (5 hrs. lec./lab, 5 credits)
Prerequisite: WG 125 or departmental approval. This course is designed to give the student practical experience in welding joints and beads on light gauge steels and thick metals such as structural steels in the vertical and overhead.

WG 145 Inert Gas Welding (5 hrs. lec./lab, 5 credits)
Prerequisite: WG 115. This course provides instruction and practical application in gas tungsten arc welding (tig) and gas metal arc welding (mig).

WG 155 Pipe Welding (5 hrs. lec./lab, 5 credits)
Prerequisite: WG 135. This course will consist of welding V-Butt joints on plate steel found in the welding of pipe.

WG 165 Advanced Inert Gas Welding II (5 hrs. lec./lab, 5 credits)
Prerequisite: WG 145. This course emphasizes welding applications of ferrous, nonferrous, stainless steel and alloy metals in horizontal, vertical and overhead positions.

WG 175 Certification Welding (5 hrs. lec./lab, 5 credits)
Prerequisite: WG 155. Students are required to study and practice qualifications to take American Welding Society (AWS) performance tests. These tests consist of destructive, and nondestructive, guided bend, acid, tensile, magnetic, dye penetrate, radiographic, ultra sonic, microscopic, eddy current, and visual inspections.

WG 1152 Introduction to Welding II (2 hrs. lec., 2 credits)
This course is a continuation of WG 1153 and completes the requisite for the student to receive credit for WG 115. WG 1152 acts as a second semester follow-up to WG 1153 for Secondary Technical Center students.

WG 1153 Introduction to Welding I (3 hrs. lec., 3 credits)
A first part of offering from the curriculum course WG 115, but broken down into two (2) semesters to more appropriately fit into the schedules of Secondary Technical Center students.

NOTE: Fall 2024 <u>all</u> course numbers at PCCUA will change. Once course numbers are finalized through Workday Project One, these will be posted on the PCCUA website.

MAJOR	HELENA ADVISORS 338-6474	DEWITT ADVISORS 946-3506	STUTTGART ADVISORS 673-4201
Associate Degree Nursing	Shanna Pryor, ext. 1371 Shelby Gentry, ext. 1384 Pamela Johnston, ext. 1881	Shawanna Wansley, ext. 1628	Carriell Brown, ext. 1853
Basic Skills, Adult Education	Staff, ext. 1104		
Behavioral Health Technology	Cathy Fullilove, ext. 1395 Deborah Gentry, ext. 1214	Shawanna Wansley, ext. 1628	Carriell Brown, ext. 1853
Biology, Chem, Engineering, Math, Physics, Pre-Med	Carol Birth, ext. 1314 Deborah Gentry, ext. 1214	Shawanna Wansley, ext. 1628	Sylvia Boyd, ext. 1809
Business Administration	Monica Quattlebaum, ext. 1331	Tracie Karkur, ext. 1834	Tracie Karkur, ext. 1834
Business Management	Kayla Holland, ext. 1397	Tracie Karkur, ext. 1834	Charlotte Purdy, ext. 1846
CDL/Truck Driving	Linda Killion, ext. 1368	Helena & Stuttgart Campuses only	Sylvia Boyd, ext. 1809 Charlotte Purdy, ext. 1846
Construction Technology	Vicki Cobb, ext. 1122 Kenneth Elliott, ext. 1114 Joe St. Columbia, ext. 1937	Shawanna Wansley, ext. 1628	Charlotte Purdy, ext. 1846
Cosmetology, Manicuring	Karen Jones, ext. 1215	Helena Campus Only	Helena Campus Only
Criminal Justice	Carol Birth, ext. 1314 Deborah Gentry, ext. 1214	Shawanna Wansley, ext. 1628	Sylvia Boyd, ext. 1809
Drama, English, Speech	Carol Birth, ext. 1314 Deborah Gentry, ext. 1214	Shawanna Wansley, ext. 1628	Sylvia Boyd, ext. 1809
Early Childhood Education	Yvette Robertson Barnes, ext. 1307	Christie Freeman, ext. 1840	Christie Freeman, ext. 1840
Education	Carol Birth, ext. 1314 Deborah Gentry, ext. 1214	Shawanna Wansley, ext. 1628	Sylvia Boyd, ext. 1809
Emergency Medical Technician	Shanna Pryor, ext. 1371 Shelby Gentry, ext. 1384	Shawanna Wansley, ext. 1628	Carriell Brown, ext. 1853
General Education	Carol Birth, ext. 1314 Deborah Gentry, ext. 1214	Shawanna Wansley, ext. 1628	Sylvia Boyd, ext. 1809
General Technology	Vicki Cobb, ext. 1122	Shawanna Wansley, ext. 1628	Charlotte Purdy, ext. 1846
Graphic Communications	Vicki Cobb, ext. 1122	Shawanna Wansley, ext. 1628	Charlotte Purdy, ext. 1846
Health Sciences	Shanna Pryor, ext. 1371	Shanna Pryor, ext. 1371	Shanna Pryor, ext. 1371
High School Relations	Kevin Martin-Arnold, ext. 1363	Savanna Bisswanger, ext. 1608	Michelle Blasengame, ext. 1816
HVAC	Vicki Cobb, ext. 1122 Kenneth Elliott, ext. 1114 Joe St. Columbia, ext. 1937	Helena and Stuttgart only	Charlotte Purdy, ext. 1885
Information Systems Technology	Monica Quattlebaum, ext. 1331	Charlotte Purdy, ext. 1846	Charlotte Purdy, ext. 1846
Manufacturing	Vicki Cobb, ext. 1122 Kenneth Elliott, ext. 1114 Joe St. Columbia, ext. 1937	Shawanna Wansley, ext. 1628	Charlotte Purdy, ext. 1885
Medical Coding	Kayla Holland, ext. 1397	Tracie Karkur, ext. 1834	Charlotte Purdy, ext. 1846
Medical Lab Tech/Phlebotomy	Julie Pittman, ext. 1109 Deborah Gentry, ext. 1214	Helena & Stuttgart Campuses only	Carriell Brown, ext. 1853
Nursing Assistant	Shanna Pryor, ext. 1371 Pamela Johnston, ext. 1881	Jeanne McCullars, ext. 1612	Carriell Brown, ext. 1853
Medical Office Technology	Kayla Holland, ext. 1397	Tracie Karkur, ext. 1834	Charlotte Purdy, ext. 1846
Physical Education	Carol Birth, ext. 1314 Deborah Gentry, ext. 1214	Shawanna Wansley, ext. 1628	Sylvia Boyd, ext. 1809
Practical Nursing	Shanna Pryor, ext. 1371	Jeanne McCullars, ext. 1612	Carriell Brown, ext. 1853
Pre-Law, Social Science	Cathy Fullilove, ext. 1395 Deborah Gentry, ext. 1214	Shawanna Wansley, ext. 1628	Sylvia Boyd, ext. 1809
Pre-Nursing (ADN)	Deborah Gentry, ext. 1214	Shawanna Wansley, ext. 1628	Carriell Brown, ext. 1853
Pre-Nursing (PN)	Deborah Gentry, ext. 1214	Jeanne McCullars, ext. 1612	Carriell Brown, ext. 1853
Welding	Vicki Cobb, ext. 1122 Kenneth Elliott, ext. 1114 Joe St. Columbia, ext. 1937	Shawanna Wansley, ext. 1628	Charlotte Purdy, ext. 1846
Undecided	Deborah Gentry, ext. 1214	Shawanna Wansley, ext. 1628	Sylvia Boyd, ext. 1809 Rev 7/23

BOARD OF VISITORS

Rick Duffield, Chairman
Jane Ferguson
Gena Jennings
Tim Johnson
Earnest Larry
David Leech
Laverne McGruder
Walter Morris, Jr.
Vicki Reed
Eddie Schieffler
Betsy Wright

ADMINISTRATION

Chancellor
Dr. G. Keith Pinchback, Ed.D.

Vice Chancellor for Instruction
Dr. Deborah King, Ed.D.

Vice Chancellor for Student Services
Dr. Kimberley Johnson, Ed.D.

Vice Chancellor for Finance & Administration
Mr. Stan Sullivant, B.P.A., C.P.A.

Vice Chancellor for College Advancement & Resource Development
Mrs. Rhonda St. Columbia, M.B.A.

Vice Chancellor for Arkansas County
Mrs. Kim Kirby, M.A.

Associate Vice Chancellor for Enrollment Management
Mr. Drew Smith, M.S.

Dean of Allied Health
Mrs. Shanna Pryor, M.N.Sc.

Dean of Business & Information Systems
Mrs. Monica Quattlebaum, M.Ed.

Dean of Arts & Sciences, Phillips County
Ms. Carol Birth, M.Ed.

Director, Financial Aid
Ms. Barbra Stevenson, M.Ed.

Director of Information Technology
Mr. Lee Williams, A.A.S.

FACULTY & PROFESSIONAL STAFF

KATTIE ALEXANDER (2001)
COSMETOLOGY INSTRUCTOR
Instructor Training, Bogue/Pat Goins Beauty School

SONYA ALLEN (1999)
LEARNING CENTER COORDINATOR
A.A.S., Phillips Community College

NATHAN ANDREW BAGLEY (2007)
SOCIAL SCIENCE INSTRUCTOR
B.A., Ouachita Baptist University
M.A., Baylor University
Graduate Work, Louisiana State University
Harding University
Graduate Work, Arizona State University

JERRY BALDRIDGE (2001)
CDL/TRUCK DRIVING INSTRUCTOR
A.A.S., Phillips Community College

ROBBIE BALLARD (2017)
FITNESS CENTER DIRECTOR
B.S.E., University of Arkansas at Fayetteville

JOE BERRY (2016)
ENGLISH INSTRUCTOR
A.A., East Arkansas Community College
B.S.E., Arkansas State University
M.A., Arkansas State University

DOUGLAS BIELEMEIER (2020)
DIRECTOR OF INSTITUTIONAL RESEARCH
B.B.A., Gonzaga University
M.N.A., University of Notre Dame

CAROL BIRTH (2011)
DEAN OF ARTS & SCIENCES
B.A., Harding University
M.Ed., Harding University
Graduate Work, University of Arkansas at Fayetteville

SAVANNA BISSWANGER BRONSON (2021)
DIRECTOR OF PUBLIC SCHOOL RELATIONS
B.S., University of Mississippi

MICHELLE BLASENGAME (2003)
DIRECTOR OF PUBLIC SCHOOL RELATIONS
B.S., University of Arkansas at Pine Bluff

VALLERIE BLOESCH (2013)
PRACTICAL NURSING INSTRUCTOR
A.A.S., Phillips Community College
B.S.N., University of Arkansas Medical Sciences
M.N.Sc., University of Arkansas Medical Sciences

SYLVIA BOYD (2015)
PROFESSIONAL ADVISOR/DISABILITIES COORDINATOR
B.S.E., University of Central Arkansas
M.Ed., University of Arkansas at Fayetteville

KIM BRANHAM (2019)
MED PRO ED INSTRUCTOR
A.S., University of Arkansas Medical Science

HESTER BRANSCOMB (2021)
CAREER & TECHNICAL CENTER COORDINATOR
B.S., University of Arkansas at Pine Bluff

JAMES DAVID BRANSON (2014)
AG INSTRUCTOR
B.S., University of Arkansas at Monticello

CARRIELL BROWN (2019)
SOCIAL SCIENCE INSTRUCTOR
A.A., Phillips Community College
B.A., University of Arkansas at Pine Bluff
M.S., University of Phoenix

D.J. BURKES (2010)
DIRECTOR OF ACADEMIC COMPUTING
A.A.S., Phillips Community College

RONALD CAGLE (2022)
WELDING INSTRUCTOR
A.A.S., Phillips Community College

TIM CAMPBELL (1986)
WELDING INSTRUCTOR
Advanced Welding Diploma, Rice Belt Technical Institute
Certified Welder under multiple processes and procedures by the American Welding Association

TONI CARTER (2007)
CAREER PATHWAYS COUNSELOR
A.A.S., Phillips Community College

ADLINE CHANDLER (1999)
STUDENT SUPPORT SERVICES TUTOR COORDINATOR
A.A.S., Phillips Community College
B.S., University of Arkansas at Fayetteville
M.Ed., University of Arkansas at Fayetteville

VICKI COBB (1998)
GRAPHIC COMMUNICATIONS INSTRUCTOR/
DIRECTOR OF PRINTING SERVICES
B.F.A., Delta State University
M.Ed., University of Arkansas at Fayetteville

FAYE COLEMAN (2010)
GEAR UP ASSISTANT DIRECTOR
B.S., University of Arkansas at Pine Bluff

CARLEE CURRIE (2023)
MED PRO ED INSTRUCTOR
B.S., University of Arkansas at Monticello

VON DANIELS (2017)
DIRECTOR OF STUDENT SUPPORT SERVICES
B.S., University of Central Arkansas
M.A., Jacksonville Theological Seminary
M.Ed., University of Arkansas at Fayetteville

MARY ANN DIERKS (2007)
CAREER & TECHNICAL CENTER COORDINATOR
(STUTTGART CAMPUS)

DAVID DUNIGAN (2015)
SKILLED TRADES SUPERVISOR
(HELENA CAMPUS)

TRONKIA EARLS (2023)
CRIMINAL JUSTICE INSTRUCTOR
A.A., Phillips Community College
B.A., University of Arkansas at Pine Bluff

ROOSEVELT EATON (2023)
SECURITY OFFICER

KENNETH ELLIOTT (2021)
PROGRAM COORDINATOR
B.A., Arkansas Tech University
M.A., University of Phoenix

ROSARY FAZENDE-JONES (2004)
ENGLISH INSTRUCTOR/PHILOSOPHY INSTRUCTOR
B.S., University of New Orleans
B.A., University of New Orleans
M.A., University of New Orleans
M.L.A., Baker University
Graduate work, University of Tulsa

RICKY FLETCHER (1999)
SKILLED TRADES SUPERVISOR
(STUTTGART CAMPUS)
HVAC Certification, Pines Vo-Tech

JALEESA FLOWERS (2019)
SNAP E&T COORDINATOR
A.A., Phillips Community College
B.S.E., University of Arkansas at Little Rock

BENNIE FONZIE (2009)
DISTANCE LEARNING COORDINATOR
A.A., Phillips Community College

CHRISTI FREEMAN (2023)
EARLY CHILDHOOD EDUCATION INSTRUCTOR
A.A., Phillips Community College
B.A., University of Arkansas Monticello
M.S., Arkansas State University

CATHY FULLILOVE (2004)
BEHAVIORAL HEALTH & PSYCHOLOGY INSTRUCTOR
B.S.W., Delta State University
M.S.S.W., University of Tennessee
Graduate Work, Walden University
Graduate Work, Arizona State University

HEATHER FUNK (2013)
DIRECTOR OF GRANTS & ADMINISTRATIVE SERVICES
A.A., Phillips Community College
B.A.S., University of Arkansas at Fort Smith
M.Ed., University of Arkansas at Little Rock

CHRISTINA GARNER (2019)
MLT/PHLEBOTOMY INSTRUCTOR
A.A.S., Phillips Community College
B.S., University of Arkansas Medical Sciences
M.S., Capella University

ARTHUR GENTRY (2006)
DIRECTOR, CAREER AND TECHNICAL CENTER
A.A.S., Phillips Community College
B.S.E., University of Arkansas at Fayetteville

DEBORAH GENTRY (2008)
PROFESSIONAL ADVISOR
A.A.S., Phillips Community College
B.A.S., University of Arkansas at Fort Smith

SHELBY GENTRY (1991)
NURSING INSTRUCTOR
A.A.S., Phillips Community College
B.S.N., Arkansas State University
M.S.N., Delta State University

TOMISHA GANT (2022)
ASSISTANT DIRECTOR STUDENT SUPPORT SERVICES
B.S., University of Arkansas at Little Rock
MPH, University of Arkansas for Medical Sciences

ANDY GREEN (2019)
CDL INSTRUCTOR

SHAWNDUS GREGORY (2007)
CAREER PATHWAYS COUNSELOR
B.S., University of Mississippi

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TESTING & PLACEMENT COORDINATOR
A.A., Phillips Community College
B.S.E., University of Arkansas at Fayetteville

CINDY GROVE (1999)
NETWORK TECHNOLOGY INSTRUCTOR
A.A.S., Phillips Community College
B.S., University of Arkansas at Monticello
M.Ed., University of Arkansas at Fayetteville

SCOTT GUNEM (2022)
ENGLISH INSTRUCTOR
B.S., University of Wisconsin
M.B.A., University of Wisconsin
J.D., Creighton University School of Law
B.A., University of Wisconsin
M.A., University of Wisconsin

DAVID HARTSELL (1992)
BIOLOGY INSTRUCTOR
B.S., Louisiana Tech University
M.S., Louisiana Tech University
Graduate work, Winthrop University, South Carolina at
Sumter, Francis Marion University

KENA HENDERSON (2008)
DIRECTOR OF STUDENT SUCCESS AND
INSTITUTIONAL EFFECTIVENESS, PERKINS COORDINATOR
A.A., Phillips Community College
B.S., University of Arkansas at Fayetteville
M.Ed., University of Arkansas at Fayetteville

SAMMIE HENRY (2014)
SECURITY OFFICER

JESSICA HINDSLEY (2008)
MED PRO ED INSTRUCTOR
A.A., Phillips Community College
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KAYLA HOLLAND (2011)
OFFICE TECHNOLOGY INSTRUCTOR
A.A., Phillips Community College
B.S., Arkansas State University
M.S.E., Arkansas State University

CAROLYN HOLLOWAY (2017)
STUDENT SUPPORT SERVICES LAB SUPERVISOR
A.A.S., Phillips Community College
B.A.S., University of Arkansas at Fort Smith

AMY HUDMAN (2006)
TITLE III PROJECT COORDINATOR

ELLA JAMES (1994)
DIRECTOR, HUMAN RESOURCES
A.A.S., Phillips Community College
B.S.E., University of Arkansas at Fayetteville
M.Ed., University of Arkansas at Fayetteville

DEMETRIC JOHNSON (2021)
REGISTRAR
B.B.A., University of Central Arkansas

KIMBERLEY JOHNSON (2019)
VICE CHANCELLOR FOR STUDENT SERVICES
B.S., Arkansas State University
M.S., Arkansas State University
Ed.D., Arkansas State University
Specialist in Ed, Arkansas State University

PAMELA JOHNSTON (2021)
NURSING INSTRUCTOR
A.A.S., Phillips Community College
B.S.N., Delta State University
M.S.N., University of Arkansas at Fayetteville

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COSMETOLOGY INSTRUCTOR
T.C., Phillips Community College
Cosmetology Arkansas Instructor License

TRACIE KARKUR (2003)
BUSINESS & INFORMATION SYSTEMS INSTRUCTOR
B.B.A., University of Central Arkansas
M.Ed., University of Arkansas at Fayetteville
M.B.A., University of Arkansas at Little Rock

DEBORAH KING (1984)
VICE CHANCELLOR FOR INSTRUCTION
B.A., University of California at Santa Barbara
M.Ed., Boston State College
Ed.D., University of Arkansas at Little Rock

KIMBERLY KIRBY (1998)
VICE CHANCELLOR FOR ARKANSAS COUNTY
B.A., University of North Carolina
M.A., University of Memphis
Graduate work, University of Arkansas at Little Rock

TAMMY LEE (2023)
NURSING INSTRUCTOR
A.A.S., Phillips Community College
B.S.N., Western Governor's University

CHRIS MALONEY (2000)
PHYSICS INSTRUCTOR
B.A., Texas A&M University
M.S., University of Memphis

CHAUNDA MANNIS (2022)
CAREER COACH
B.S., University of Arkansas at Monticello

KEVIN MARTIN-ARNOLD (2023)
DIRECTOR, HIGH SCHOOL RELATIONS
B.A., Hendrix College
M.A., University of Oklahoma

KYUNTA McCOY (2017)
DIRECTOR OF GEAR UP
B.S., University of Arkansas at Pine Bluff
M.Ed., University of Arkansas at Fayetteville

JEANNE MCCULLARS (2000)
PRACTICAL NURSING PROGRAM COORDINATOR AND INSTRUCTOR
B.S., University of Central Arkansas

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NURSING INSTRUCTOR
A.A.S., Phillips Community College
B.S.N., Delta State University
M.N.Sc., University of Arkansas for Medical Sciences

JACKIE McMINN (2018)
DEVELOPMENTAL READING & WRITING INSTRUCTOR
B.S.E., University of Arkansas at Little Rock

AARON MICHAEL (2009)
SOCIAL SCIENCE INSTRUCTOR
B.S., Delta State University
M.Ed., Delta State University
Ed.Sp., Walden University

JOSHUA MONDY (2022)
SOCIAL SCIENCE INSTRUCTOR
A.A., Phillips Community College
B.S., Arkansas State University

THOMAS MOSS (1998)
PHYSICAL SCIENCE INSTRUCTOR
B.S.Ch.E., University of Arkansas at Fayetteville
M.S.Ch.E., University of Arkansas at Fayetteville

KYLIA NEASLEY (2023)
DIRECTOR OF COMMUNITY OUTREACH, STUTTGART

G. KEITH PINCHBACK (2015)
CHANCELLOR
B.S., Arkansas State University
M.B.A., Arkansas State University
Ed.D., Arkansas State University

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MLT and PLB PROGRAM DIRECTOR
B.S., Delta State University
B.S., University of Mississippi Medical Center
M.S.Ed., Capella University

SHANNA PRYOR (2013)
DEAN OF ALLIED HEALTH
A.A.S., Phillips Community College
B. S. N., University of Arkansas for Medical Sciences
M.N.Sc., University of Arkansas for Medical Sciences

TIM PRYOR (2000)
TECHNICAL DIRECTOR, FINE ARTS AUDITORIUM
INSTRUCTOR, FINE ARTS
B.S., Middle Tennessee State University

CHARLOTTE PURDY (2020)
NETWORK TECHNOLOGY INSTRUCTOR
A.A.S., Phillips Community College
B.S., University of Arkansas eVersity
M.S., University of Arkansas Grantham

SHANNON PUTTER (2005)
PRACTICAL NURSING INSTRUCTOR
A.A.S., Phillips Community College

MONICA QUATTLEBAUM (1995)
DEAN OF BUSINESS & INFORMATION SYSTEMS
A.A., Phillips Community College
B.S., Arkansas State University
M.Ed., University of Arkansas at Fayetteville

KIM RAWLS (2005)
DIRECTOR OF CAREER PATHWAYS
B.A., University of Arkansas Monticello
M.Ed., University of Arkansas

STACEY REEVES (2023)
NURSING INSTRUCTOR
B.S.N., Arkansas State University

KELLY ROBERTS (2010)
NURSING INSTRUCTOR
B.S.N., University of Arkansas for Medical Sciences
M.S.N., University of Arkansas at Fayetteville

YVETTE ROBERTSON (1998)
EARLY CHILDHOOD DIRECTOR
B.S.E., Arkansas State University
M.Ed., Delta State University
Ed.Specialist, Delta State University
Graduate Work, Delta State University

RENEE ROBISON (2013)
GRAND PRAIRIE CENTER DIRECTOR
Certification, American Bus Association's Certified Travel Industry Specialist Program
Indiana University –Purdue University Indianapolis

ASHLEY ROGERS (2023)
NURSING INSTRUCTOR
A.A.S., Phillips Community College
B.S.N., Arkansas State University

JOE ST. COLUMBIA (2017)
WORKFORCE TRAINING & DEVELOPMENT COORDINATOR
B.B.A., Delta State University

RHONDA ST. COLUMBIA (1988)
VICE CHANCELLOR FOR COLLEGE ADVANCEMENT & RESOURCE DEVELOPMENT; PCC FOUNDATION-HELENA-WEST HELENA CAMPUS DEVELOPMENT OFFICER
B.S.E., Delta State University
M.B.A., Delta State University

CHRISTINA SANDERLIN (2017)
ADULT EDUCATION CLINICAL INSTRUCTOR
A.A., Phillips Community College
B.A., Christendom College
M.B.A., Delta State University

LISA SCAIFE (2006)
BIOLOGY INSTRUCTOR
B.S., Delta State University
M.S., Mississippi State University

MARK SELLERS (2013)
MULTIPURPOSE LEARNING CENTER COORDINATOR
A.A.S., Phillips Community College
A.S., Phillips Community College

MIKE SHAW (2004)
ADVANCED MANUFACTURING/RET INSTRUCTOR
A.A.S., Arkansas College of Technology
B.S., Florida College of Technology

KERI SIMPSON (2022)
LIBRARY DIRECTOR
B.S., University of Arkansas at Little Rock
M.L.S., University of Central Arkansas

DREW SMITH (2023)
ASSOCIATE VICE CHANCELLOR FOR ENROLLMENT MANAGEMENT
B.S., Arkansas State University
M.S., Arkansas State University

JANICE SMITH (1987)
ASSISTANT TO THE CHANCELLOR/PCCF BOOKKEEPER
A.A.S., University of Arkansas at Monticello

TARSHA SMITH (2005)
BIOLOGY INSTRUCTOR
B.S., University of Central Arkansas
D.C., Life University School of Chiropractic

J.C. STAYTON (2023)
ADVANCED MANUFACTURING INSTRUCTOR
Certificate of Proficiency, Phillips Community College
Technical Certificate, Phillips Community College

BARBRA STEVENSON (1975)
DIRECTOR OF FINANCIAL AID
A.A., Phillips Community College
B.S.E., University of Arkansas at Fayetteville
M.Ed., University of Arkansas, Fayetteville

STAN SULLIVANT (2012)
VICE CHANCELLOR FOR FINANCE & ADMINISTRATION
B.P.A., Mississippi State University
Certified Public Accountant

STEPHANIE TERRY (2001)
CONTROLLER
A.A.S., Phillips Community College
A.A., Phillips Community College
B.A.S., University of Arkansas Fort Smith

LISA THARP (1981)
BUSINESS OFFICE MANAGER
A.A.S., Phillips Community College

ERNEST TODD (2003)
COMPUTER OPERATOR
A.A.S., Northwest Mississippi Community College

ANDY TUBB (2017)
MATH INSTRUCTOR
B.S., University of Arkansas at Little Rock
M.S., University of Arkansas at Little Rock

RANDY VANCAMP (2005)
SKILLED TRADES SUPERVISOR (DEWITT CAMPUS)
A.A.S., University of Arkansas for Medical Sciences

MICHELLE WAITES (1999)
DIRECTOR OF DISTANCE LEARNING COORDINATOR & DIRECTOR OF TITLE III
B.S., University of Arkansas at Little Rock
M.Ed., Tulane University

SHAWANNA WANSLEY (2004)
PROFESSIONAL ADVISOR
A.A., Phillips Community College
B.S., University of Arkansas at Fort Smith

CHRIS WARWICK (2018)
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A.A.S., Phillips Community College
B.B.A., University of Arkansas
M.S.O.M., University of Arkansas

LESLIE WEBSTER (2020)
NURSING INSTRUCTOR
A.A.S., Phillips Community College
B.S.N., University of Arkansas Medical Sciences

AMANDA WEST (2023)
CAREER & TECHNICAL CENTER COORDINATOR
B.S., Southern Columbia University

PATRICIA WEST (2011)
COMPUTER SUPPORT TECH (ARKANSAS COUNTY)
A.A.S., Phillips Community College
B.A.S., University of Arkansas Fort Smith

LEE WILLIAMS (2013)
DIRECTOR OF INFORMATION TECHNOLOGY
A.A.S., Phillips Community College

FLORA WILLIAMS (2009)
NURSING INSTRUCTOR
A.A.S., Phillips Community College
B.S.N., Delta State University
M.S.N., William Carey College

WANDRA WILLIAMS (1978)
DIRECTOR OF COMMUNITY SERVICES/ CONTINUING EDUCATION-HELENA-WEST HELENA
A.A., Phillips Community College

SHERRICK WITHERS (2020)
CAREER COACH
B.S., Arkansas State University

STAFF

Arnold, Stephanie	Helena-West Helena	Ford, Leroy	Stuttgart
Atkinson, Crystal	Helena-West Helena	Golden, Ronda	DeWitt
Avery, Darlene	Stuttgart	Horner, Tonya	Stuttgart
Bailey, Beverly	Helena-West Helena	House, Annie	Helena-West Helena
Banks, Kimberly	Helena-West Helena	Hudson, Melanie	DeWitt
Baylark, Latwila	DeWitt	Hughes, Rachel	Helena-West Helena
Bernard, Julia	Helena-West Helena	Johnston, Richard	Helena-West Helena
Brown, Cassandra	Helena-West Helena	Larkin, Latonya	Stuttgart
Buffkin, Kimberly	Stuttgart	Levine, Jennifer	Helena-West Helena
Byrd, Liz	Helena-West Helena	Long, Robin	Helena-West Helena
Carver, Jessica	Stuttgart	Manis, Kalli	DeWitt
Clark, Brianna	Helena-West Helena	Maxwell-Sandifer, Stephanie	Helena-West Helena
Clark, Cornell	Helena-West Helena	Middleton, Caceclia	Helena-West Helena
Colvin, Valerie	Stuttgart	Miller, Jennifer	DeWitt
Crosby, Tim	Stuttgart	Miller, Linda	Helena-West Helena
DeBerry, Tamara	DeWitt	Olloway, Malia	Helena-West Helena
Dixon, Antonio	Helena-West Helena	Plumley, Jill	Helena-West Helena
Donaby, James	Helena-West Helena	Riddell, Marla	Helena-West Helena
Donald, David	Helena-West Helena	Sellers, Andrea	Helena-West Helena
Dulaney, Kathy	Helena-West Helena	Thomas, ShaRhonda	Stuttgart
Dunigan, Stephanie	Helena-West Helena	Turner, Terry T.	Helena-West Helena
Farr, Danita	Helena-West Helena	Washington, Linda	Helena-West Helena
Fields, Ashton	Stuttgart	Wheeler, RJ (Ricky)	Helena-West Helena
Fitzpatrick, Joe	DeWitt	Willie, Raymond	Helena-West Helena

PCCUA Department Phone Numbers

	DeWitt (870) 946-3506	Helena-West Helena (870) 338-6474	Stuttgart (870) 673-4201
	Ext.	Ext.	Ext.
Accuplacer Testing Center	1602	1134	1828
Admissions & Records	1614	1336	1806
Adult Education		1394	
Advising	1610	1134	1809
Business Office	1602	1217	1803
Career Pathways	1690/1644	1116	1886
Carl Perkins	1242	1242	1242
Continuing Education	1628	1210	1801
Disability Coordinator	1628	1214	1809
Financial Aid	1607	1258	1822
GEAR UP		1021	
High School Relations	1608	1363	1816
Library	1621	1246	1819
Professional Advisors	1628	1214	1809
Rowdy Rents	1621	1246	1819
Scholarships	1608	1240	1822
Secondary Area Career & Technical Center	1608	1053	1852
Virtual Technology Academy	1181	1181	1181
Student Support Services	1628	1175	1828

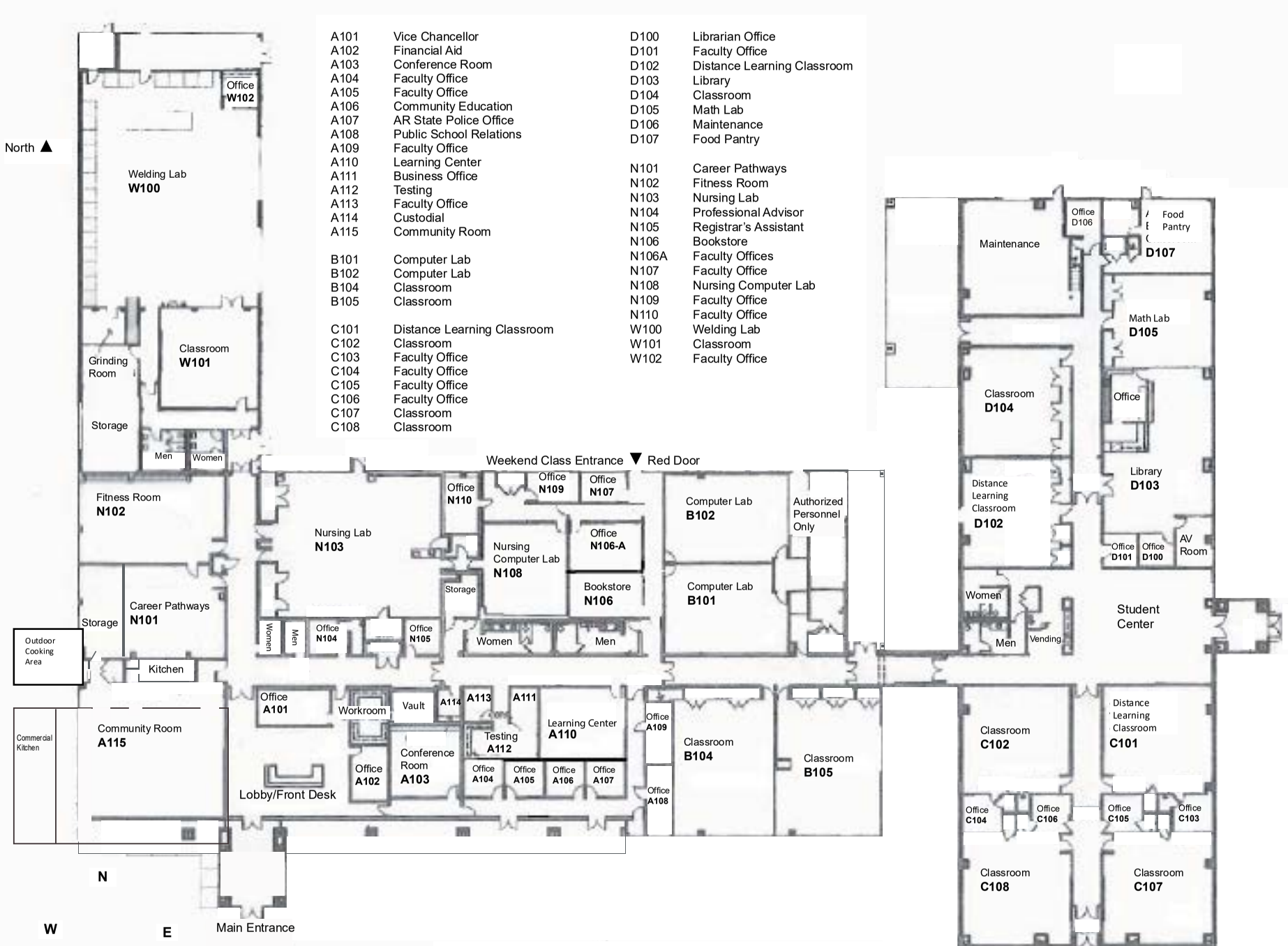
University of Arkansas Fraud Hotline: 866-252-9838

Buildings and Grounds

The Helena-West Helena campus, established in 1965, is comprised of 19 buildings and features a unique architectural design which blends with the rolling hills of scenic Crowley's Ridge. The campus sits on approximately 80 acres at 1000 Campus Drive and also includes the Pillow-Thompson House and two properties on Ohio Street in downtown Helena. Total square footage of the campus is approximately 344,644 square-foot.

The DeWitt campus is located on 29 acres on Highway 165 in DeWitt, Arkansas. The campus consists of one main building with a total square footage of approximately 48,000 square feet. The campus also includes the Training and Technology Center. This 9,400 square-foot building, formerly the DeWitt National Guard Armory, is located two blocks from the main campus and houses classrooms, labs, and offices.

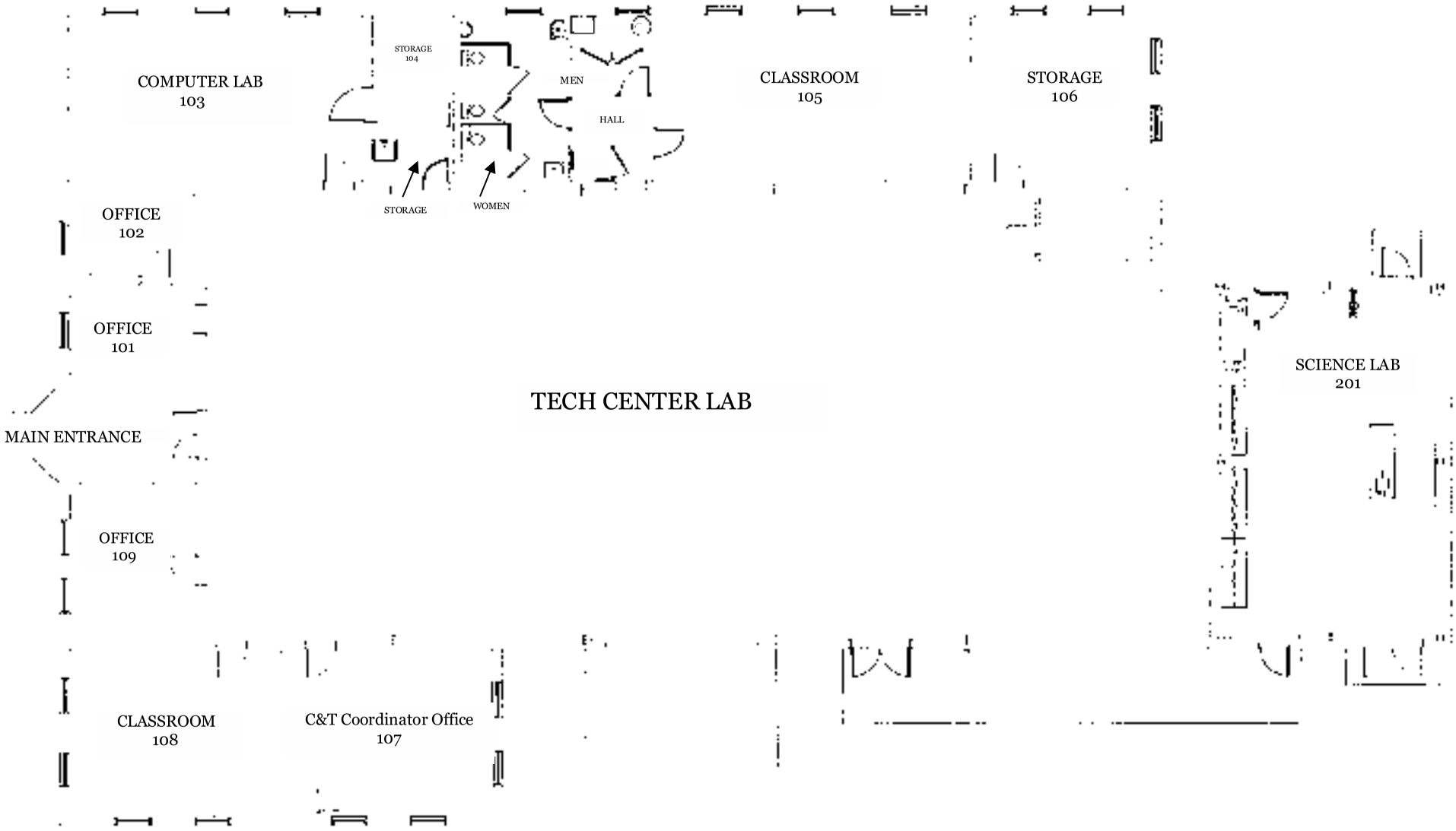
The Stuttgart campus main building was completed in 1999. The 48,000 square-foot building is located on 61.5 acres on Highway 165 in Stuttgart. The War Memorial Training Center & Annex were added to the campus in 2003. This 21,500 square-foot facility houses Career and Technical Center classes, business and industry training courses, and a state-of-the-art welding lab. With the generous support of the community, the 63,000 square-foot Grand Prairie Center was added to the campus in 2011. This multi-purpose facility includes a state-of-the-art performance hall which seats up to 1,500, two large salons, which seat up to 1,000, a catering kitchen, board room, classrooms, and conferences rooms, all which are available for use by the community.

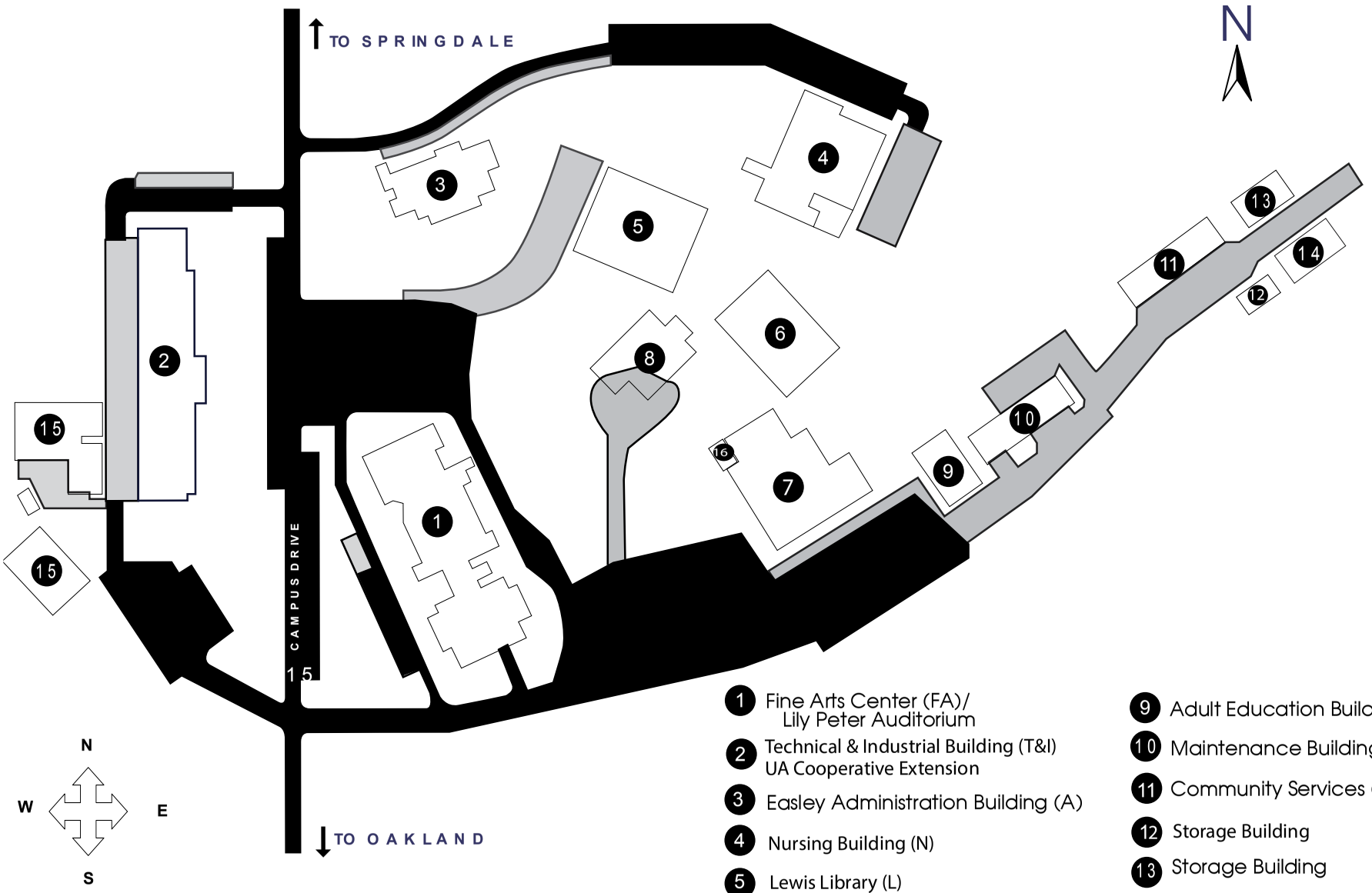


A101	Vice Chancellor
A102	Financial Aid
A103	Conference Room
A104	Faculty Office
A105	Faculty Office
A106	Community Education
A107	AR State Police Office
A108	Public School Relations
A109	Faculty Office
A110	Learning Center
A111	Business Office
A112	Testing
A113	Faculty Office
A114	Custodial
A115	Community Room
B101	Computer Lab
B102	Computer Lab
B104	Classroom
B105	Classroom
C101	Distance Learning Classroom
C102	Classroom
C103	Faculty Office
C104	Faculty Office
C105	Faculty Office
C106	Faculty Office
C107	Classroom
C108	Classroom
D100	Librarian Office
D101	Faculty Office
D102	Distance Learning Classroom
D103	Library
D104	Classroom
D105	Math Lab
D106	Maintenance
D107	Food Pantry
N101	Career Pathways
N102	Fitness Room
N103	Nursing Lab
N104	Professional Advisor
N105	Registrar's Assistant
N106	Bookstore
N106A	Faculty Offices
N107	Faculty Office
N108	Nursing Computer Lab
N109	Faculty Office
N110	Faculty Office
W100	Welding Lab
W101	Classroom
W102	Faculty Office

DeWitt Campus

Center for Technology & Training, Agriculture & Renewable Energy
DeWitt Campus



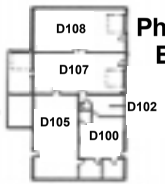


Helena Campus

1. Fine Arts Center (FA)/ Lily Peter Auditorium
2. Technical & Industrial Building (T&I) UA Cooperative Extension
3. Easley Administration Building (A)
4. Nursing Building (N)
5. Lewis Library (L)
6. Arts & Sciences Building (C)
7. Gymnasium/Fitness Center
8. Bonner Student Center/ Bookstore & Cafeteria
9. Adult Education Building (AE)
10. Maintenance Building
11. Community Services (CS)
12. Storage Building
13. Storage Building
14. Motor Pool
15. Great Rivers Complex
16. Fitness Center

Student Parking

Reserved Parking



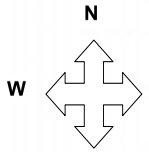
Physical Plant Building D

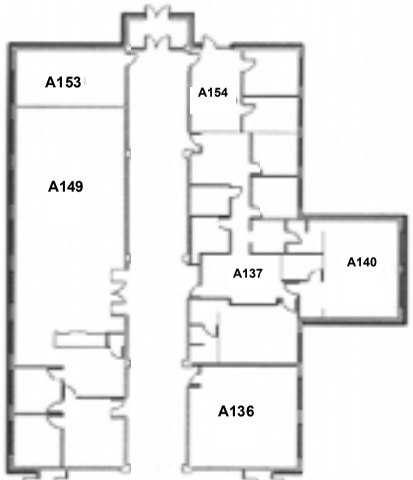
A Wing

Administration Building - A Wing

A109	Office-High School Relations
A110	Director of Community Outreach
A111	Seminar Room
A115	Food Pantry
A116	Business Office
	Student Services
	Financial Aid
	Registrar
	Student Success
A117	Testing Lab
A119	Advisor
A136	Compressed Video Classroom
A137	Administration, Vice Chancellor
A140	Conference Room
A149	Library
A153	CDL
A154	Career Pathways
A155	Office
A156	Faculty Office
A157	Faculty Office

DIRECTIONS TO WAR MEMORIAL TRAINING CENTER
- Travel north on Highway 165 South to 22nd Street (first stop light)
- Turn left (west)
- Travel west through two stop lights to the corner of 22nd and Columbus (past the bowling alley, between the First Baptist Church and Trinity Assembly of God Church).
- Turn right (north) and travel the equivalent of three blocks.
- War Memorial Training Center is at teh corner of 20th and Columbus.



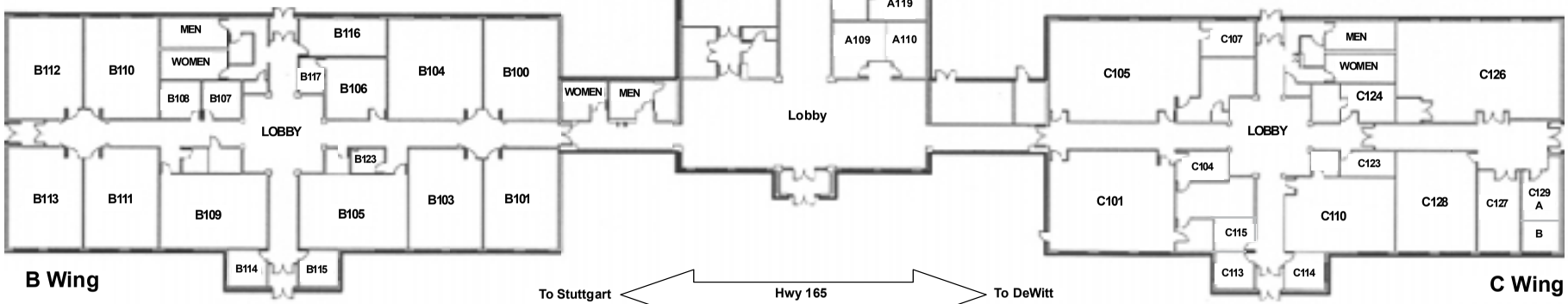


Classroom Building - B Wing

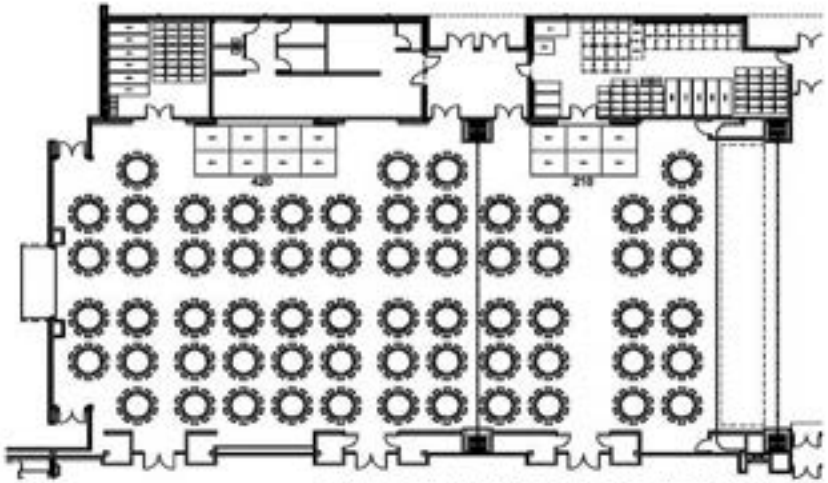
B100	Classroom
B101	eSports
B103	Classroom
B104	Classroom
B105	The Learning Center
B106	Student Lounge
B107	Faculty Office
B108	Faculty Office
B109	Literacy Lab
B110	Classroom
B111	Classroom
B112	Math Lab
B113	Classroom
B114	Faculty Office
B115	Faculty Office
B116	Career Coach Office
B117	Office
B123	Faculty Office

Science/Technical Building - C Wing

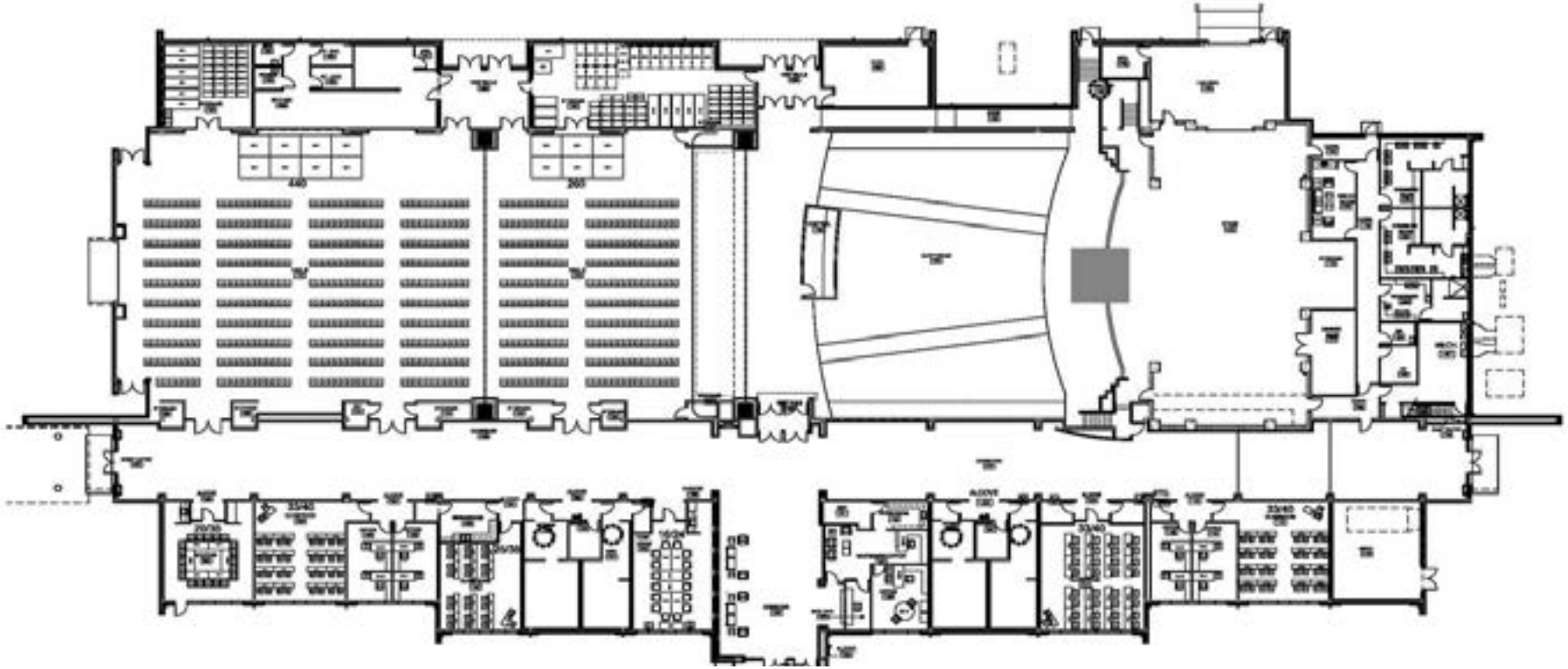
C101	Physical Science/Chemistry Lab
C104	Faculty Office
C105	Biology Lab
C107	Faculty Office
C110	Business Lab
C113	Faculty Office
C114	Faculty Office
C115	Office
C123	Office
C124	Office
C126	Nursing Lab
C127	Nursing Computer Lab
C128	Nursing Classroom
C129-A	Office
C129-B	Faculty Office



STUTTGART CAMPUS



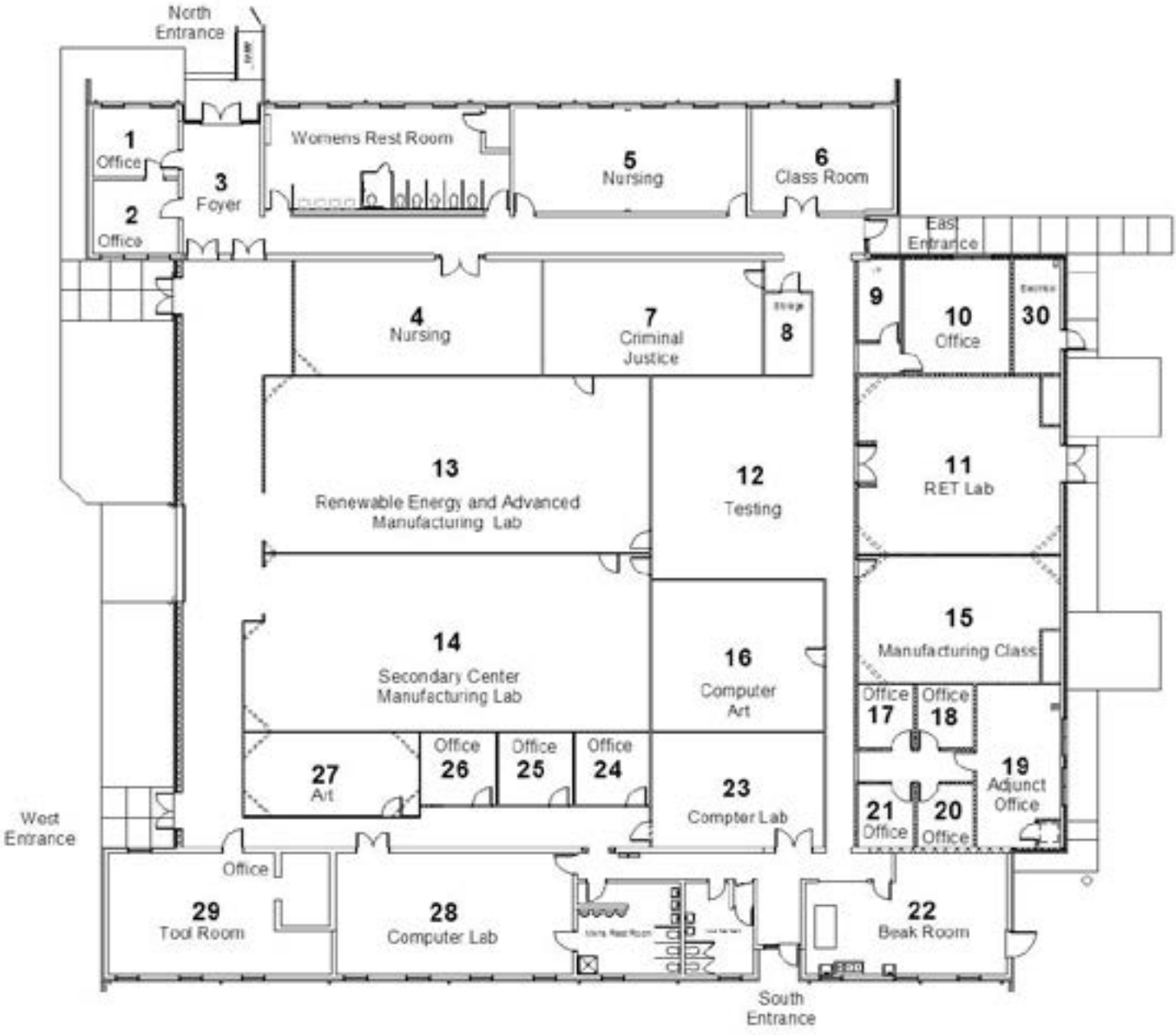
MULTIPURPOSE ROOMS TABLE LAYOUT



Stuttgart Campus-Grand Prairie Center

SEATING CAPACITY PLAN

Stuttgart Campus
War Memorial Training Center



INDEX

A

Academic Calendar 2
Academic Clemency 35
Academic Grievance Procedure 35
Academic Probation & Suspension 34
Academic Regulations 33-38
Academic Skills 13
Academic Skills Course Descriptions 128
Academic Skills Placement 41
Accounting 116
Accreditation 12
Achieving the Dream 8
ACTS Course Numbers 44-45
Administration 157
Admission Requirements 15-17
Adult Ed 42
Advanced Manufacturing 93, 106
Adv. Manufacturing Course Descrip. 128-129
Advanced Placement Credit 16
Advising 17
Advisors 156
Agri. Food & Life Sciences Course Desc. 129-130
Agri Mechanics & Equipment/
Machine Technology 107
Allied Health Liability Insurance 23
Appeal of Suspension 34
Arkansas Statewide Transfer 44-45
Art Course Descriptions 130
Associate of Arts Degree
Business Administration Degree 48
General Education Degree 47
Early Childhood 49
Education Degree 50
English, Speech & Drama Degree 51
Forestry/Wildlife Management (UAM) 52
Law & Social Science Degree 53
Physical Education Degree 54
Political Science/Public Administration 55
Associate of Arts in Teaching 56
Associate of Science
Biology Degree 59
Chemistry, Pre-Med
& Pre-Pharmacy Degree 60
General Science 61
Mathematics Degree 62
Physics Degree 63
Pre-Engineering Degree 64
Associate of Applied Science Degrees
and Certificates
Behavioral Health Technology 79
Business Management 80
Construction Technology 76
Criminal Justice 83
Early Childhood Education 84
General Technology 77
Graphic Communications 78
Health Sciences 71-72
Information Systems Technology 81
Medical Laboratory Technology 73-75
Medical Office Technology 82
Nursing (ADN) 66-70

Auditing Courses 16

B

Bachelor's & Master's Degree Programs 10
Baptist Collegiate Ministry 18
Behavioral Health Course Descriptions . 130-131
Behavioral Health Technology 79,97
Behavioral Policy 36
Biology 59
Biology Course Descriptions 131-132
Board of Visitors 157
Book Club 18
Building and Grounds 163-169
Business 117
Business Administration 48
Business Admin. Course Descriptions 132
Business Management 80
Business Management Course Descriptions .. 133

C

Campus Phone Numbers 163
Cancellation of Courses 35
Career Closet 18
Career Pathways 20
CDL/Truck Driving 108
CDL/Truck Driving Course Descriptions 133
Certificate in General Studies 57
Certificate of Proficiency
Accounting 116
Advanced Manufacturing 106
Agri Mechanics & Equipment/
Machine Technology 107
Business 117
CDA-Early Childhood Education 124
CDL/Truck Driving 108
Construction 109
Cosmetology/Manicuring 123
Cyber Security 118
Emergency Medical Technician 102-103
General Welding Techniques 110
Graphic Communications 111
Horticulture 112
HVAC 113
Inert Gas Welding 114
Law Enforcement 125
Maintaining & Managing Personal
Computers 119
Medical Coding 120
Medical Professions Education 126
Microsoft Operating Systems
Desktop Support 121
Mild Steel Welding 115
Nursing Assistant 104-105
Programming/Coding 122
Certificate of Proficiency in Teaching 127
Chancellor's List 34
Changes in Course Schedule 33
Cheating & Academic Dishonesty 37
Chemistry Course Descriptions 133-134
Chemistry, Pre-Med, & Pre-Pharmacy 60
Class Attendance 33
Classification of Students 16-17
Classified Staff 162
CLEP 16
College Mission 11
Community Service & Continuing Ed 14
Computer Tech. Course Descriptions ... 134-135
Construction Technology 76,94,109
Construction Technology Course Desc. 135

Core Competencies....13-14
Core Values....11
Cosmetology....98
Cosmetology Course Descriptions 137-139
Cosmetology/Manicuring 123
Course Descriptions.... 128-155
Criminal Justice 83
Criminal Justice Course Descriptions ... 136-137
Cumulative Grade Point Average 24
Curricula.... 12-13
Cyber Security....118
Cyber Security Course Descriptions.....137-138

D
Deans List 34
Delinquent Accounts 24
Departmental Telephone Numbers.... 163
Developmental Education 41
DeWitt Campus Map 164
DeWitt Campus Tech Center Map....165
Disability Services 17
Discipline.... 36
Discipline Policy 36
Distance Learning 13
Drafting Course Descriptions.... 138
Dropping a Class 34
Drug & Alcohol Policy.... 37

E
Early Childhood-CDA Fee.... 22-23
Early Childhood Education 49, 84, 99,124
Early Childhood Education
Course Descriptions.... 138-139
Economics Course Descriptions 139
Education.... 50
Education Course Descriptions.... 139
E-mail Accounts 33
Emergency Medical Technician.... 102-103
Emergency Medical Technician
Course Descriptions.... 140
English Course Descriptions 140-141
English, Speech & Drama.... 51
English Start to Finish.... 41
Equal Educational Opportunity Policy 9
Executive Leadership Student Council....18

F
Facility Fee.... 22-23
Faculty & Professional Staff.... 158-161
Federal Pell Grant 24
Federal Supplemental Education
Opportunity Grants (FSEOG)....24
Federal Work-Study Program 24
Fellowship of Christian Athletes....18
FERPA.... 39
Financial Need 24
Fine Arts Course Descriptions 141
Food Pantry.... 18
Forestry/Wildlife Management (UAM).... 52
Foundation 21
Free Speech.... 19
Freshman Seminar Course Descriptions 141

G
Gaming Club.... 18
General Education.... 47
General Science 61
General Technology....77
General Welding Techniques 110
Geography Course Description 142
Grades, Checking Online 33
Grading System.... 33
Graduation Requirements.... 38
Grand Prairie Center Map....168
Graphic Communications....78, 95,111
Graphic Communications Course
Descriptions 142

H
Health Sciences 71-72
Helena Campus Map.... 166
High School Programs.... 14
History Course Descriptions 142-143
History of Phillips Community College.... 9
Honor Graduates....38
Horticulture Operations 112
Housing.... 35
Humanities Course Descriptions 143
HVAC....113

I
Inert Gas Welding 114
Information Systems Technology
Associate of Applied Science Degree 81
Intramural Activities 18

L
Law Enforcement 125
Law & Social Science Degree 53
Letter from the Chancellor.... 5
Library.... 19

M
Maintenance Mechanics Technology
Course Descriptions.... 143
Maintenance of Academic Records.... 39
Maintaining & Managing Personal
Computers Certificate of Proficiency 121
Math Placement....41
Mathematics Degree 62
Mathematics Course Descriptions 144-145
Medical Coding 120
Medical Laboratory Technology.... 73-75
Medical Laboratory Technology
Course Descriptions.... 145-146
Medical Office Technology.... 82
Medical Office Technology Course Desc 150
Medical Professions Education.... 126
Medical Professions Education
Course Descriptions.... 147
Men Enrolling Toward Advancement 18
Microsoft Operating Systems Desktop
Support 121
Mild Steel Welding 115
Minimum Degree Requirements.... 43
Mission Statement....3
Multicultural Student Organization....18
Music Course Description 147

N
Network Technology Course Desc..... 147-148
Nursing (ADN) Course Descriptions.... 148-149
Nursing Assistant..... 104-105
Nursing Assistant Course Descriptions..... 150
Nursing, Associate Degree (ADN)..... 66-70
Nursing (PN) Course Descriptions..... 149-150
Nursing, Practical Nursing..... 89-92

O
Objectives of Student Services..... 15
Online Course Login 13
Online Course Fee..... 22-23
Orientation..... 18
Other Expenses..... 23
Other Financial Support..... 25

P
Part-time Employment..... 25
Phi Theta Kappa..... 18
Philosophy Course Descriptions..... 151
Phlebotomy 86-88
Phlebotomy Course Descriptions 151
Physical Education 54
Physical Education Course Desc..... 151-152
Physics..... 63
Physics Course Descriptions..... 152-153
Placement Testing..... 16
Political Science Course Descriptions 153
Political Science/Public Administration..... 55
Practical Nursing (PN) Program..... 89-92
Pre-Engineering..... 64
Privacy Information..... 39
Probation 25
Programming/Coding 122
Programs of Study 10, 40
Psychology Course Descriptions..... 153-154
Publication Fee 22-23

R
Refund Policy..... 23, 35-36
Repeating Courses..... 35
Residency Requirements 35
Returned Check Fee..... 24
Role & Scope 11-12
Rowdy Rents..... 20
Rules, Regulations and/or Policy Changes..... 35

S

Satisfactory Performance Standards
for Financial Aid Eligibility..... 24
Scholarships..... 26-32
Secondary Area Career & Technical Center... 42
Security Fee 22-23
Sociology Course Descriptions 154
Spanish Course Descriptions..... 154
Special Costs 23
Speech Course Descriptions 154-155
Standard of Behavior..... 36
Student Activities and Organizations 18-19
Student Ambassadors..... 19
Student Course Load..... 33
Student Services..... 15
Student Services Fee..... 22-23
Student Support Services..... 19-20
Students on Probation 34
Stuttgart Campus Map..... 167
Summer Calendar 173
Suspension of Students..... 34

T
Table of Contents..... 6-8
Technical Certificates
Advanced Manufacturing 93
Behavioral Health..... 97
Construction..... 94
Cosmetology..... 98
Early Childhood Education 99
Graphic Communication 95
Nursing (PN) 89-92
Phlebotomy 86-88
Teaching 100
Welding Technology 96
Technology Fee 22-23
Termination of Aid..... 25
Title IX..... 37
Tobacco Policy for Students 37
Total Credit Hours..... 24
Transfer Students..... 15
Transfer Student Probation 34
Tuition & Fees..... 22-24

U
Use of Electronic Communication..... 36-37

V
Veterans (GI) Benefits..... 25
Veterans Vocational Rehabilitation..... 25
Virtual Technology Academy 13
Vision Statement for Phillips 11
Vocational Rehabilitation..... 25

W
War Memorial Training Center Map..... 169
Weapons on Campus 38
Welding Course Descriptions..... 155
Welding Technology 96
Withdrawal..... 34
Women in Cyber Security (WiCyS)..... 19

Summer 2024 Calendar

Summer I 2024

May 29 (W) ..... Last Day to Register for Online Courses
May 29 (W) ..... Summer I Begins & Online Classes Begin
May 30 (TH)..... Last day for 100% refund
June 19 (W) ..... Juneteenth-College Celebration (College open)
June 20 (TH) ..... Last day to drop and receive a "W"
June 24 (M)..... Last day to receive an "EW"
July 3 (W)..... Last Day of Classes for Summer I Face to Face-Summer Classes End
July 3 (W) ..... Summer I Face to Face Class Grades Due by 4:30 p.m.-Online courses continue
July 4 (TH)..... July 4th Holiday
July 24-25 (W & TH).. Online Final Proctored Exams
July 25 (TH) ..... Online Final Grades Due

Summer I Extended 2024

May 29 (W) ..... Summer I Extended begins
June 19 (W) ..... Juneteenth -College Celebration (College open)
June 20 (TH) ..... Last day to drop and receive a "W"
June 27 (TH) ..... Last day for 100% refund
July 4 (TH)..... July 4th Holiday
July 10 (W) ..... Last day to receive an "EW"
July 17 (W) ..... Summer I Extended ends (Final grades due by 4:30 p.m.)

Summer II 2024

July 8 (M)..... Summer II begins
July 9 (T)..... Last day for 100% refund
July 25 (TH) ..... Last day to drop and receive a "W"
August 1 (TH)..... Last day to receive an "EW"
August 5 (M) ..... Summer II ends (Final grades due by 4:30 p.m.)

DESK COPY 2023-24

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1210 Rice Belt Ave.
DeWitt, AR 72042

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